

Incident Reporting

The student shall notify the attending preceptor, Course Director/Course Coordinator, and the Associate Dean for Student Affairs, about an exposure to potentially harmful material (e.g., blood) as soon as possible and follow any established protocol at the learning/clinical site for initial evaluation. Details of the report should include:

1. The date and time of exposure
2. Clinical Site, location, and unit information
3. Details of how the exposure occurred
4. Details of the type and severity of the exposure
5. Details about the source patient (i.e., post-exposure management, previous vaccinations, current HIV, HBV, HCV status)

In addition, students should complete and submit an MCW accident/injury report accessible via link below:

https://mcwisc.co1.qualtrics.com/jfe/form/SV_cA85RxkvSeFi85v

If an incident report was filed at the rotation site, a copy of this must be sent to Froedtert Occupational Health (iohfroedtert@froedtert.com), Course Director/Coordinator and the Associate Dean for Student Affairs, to be maintained in the student's file.

The student may need an appointment at Occupational Health Services for lab work and follow up for post-exposure prophylaxis. If the rotation site is not in a reasonable distance from Occupational Health Services, the student should seek care at the nearest facility that can provide appropriate care (initial lab work for HIV, HBV, HCV, and risk assessment to determine the need for chemoprophylaxis, etc.). The student should inform the Associate Dean for Student Affairs, to coordinate this effort and arrange for follow up at Occupational Health Services when feasible.

The attending preceptor or appropriate institutional representative should obtain consent from the source patient for appropriate laboratory testing (i.e., HIV, HBV, and HCV status).

Students should receive post-exposure prophylaxis within hours of the exposure per CDC recommendations, if the status of the source patient is deemed high risk or if there is uncertainty of the source patient's status. If the patient is deemed high risk, the student should seek medical attention at the nearest available facility that can provide such care and inform the Course Director/Coordinator, the Associate Dean for Student Affairs, and Occupational Health Services of this risk.

Some clinical sites will provide post-exposure care to students at no charge. However, some clinical sites may not cover post-exposure care or only cover a portion of the care that is required. If care is not covered by the site, a student may elect to use their personal health insurance to cover the cost of post-exposure care. Students must check with their insurance carrier to see if exposure to blood or bodily fluids is covered under their specific plan.

For additional guidance: The National Clinician's Post Exposure Prophylaxis Hotline (888) 448-4911 is available 24 hours per day, 7 days per week.

Should sequela from an exposure result in illness or debility, the student may work with the Associate Dean for Student Affairs, School of Medicine to:

1. Seek an excused absence or leave of absence from coursework
2. Be re-evaluated to ascertain that s/he meets technical standards
3. Seek accommodations in order to meet technical standards

Contact Information for Occupational Health Services by MCW Campus:

Central Wisconsin

[MCW-Central Wisconsin Student Occupational Health Resources](#)

Green Bay

<https://www.mcw.edu/-/media/MCW/Education/Academic-Affairs/Student-Wellness/MCW-Green-Bay-Student-Occupational-Health-Resources.pdf>

Milwaukee

<https://www.mcw.edu/-/media/MCW/Education/Academic-Affairs/Student-Wellness/MCW-Milwaukee-Student-Occupational-Health-Resources.pdf>