



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

TITLE: Ordering Universal Precautions Materials

NUMBER: REF-5959.2

ISSUER: Sharyn Howell, Associate Superintendent
Division of Special Education

DATE: November 2, 2015

ROUTING
 All Schools
 Local District Superintendents
 Administrators of Operations
 Instructional Directors
 Special Education Service
 Center Administrators
 School Site Administrators
 All Staff Working with Students
 with Disabilities

PURPOSE: The purpose of this Reference Guide is to inform schools, including affiliated charter schools, of the process to use when universal precautions materials are required.

MAJOR CHANGES: This Reference Guide replaces REF 5959.1, dated July 1, 2014.
Attachment A: Universal Precautions Supplies has been updated to reflect the changes in the specialized medical protocols.

BACKGROUND: The term “universal precautions” refers to a set of precautions designed to prevent transmission of blood borne pathogens when providing health care, such as standardized physical healthcare procedures. Universal precautions include frequent hand washing, wearing gloves, cleaning surfaces with disinfectant and double-bagging waste material. In order to perform these tasks, certain specialized materials may be required.

The Special Education Service Center-Operations is available to assist schools in acquiring and maintaining an appropriate supply of these necessary materials for students whose Individualized Education Program (IEP) confirms the need for these materials. Universal precautions materials are not generally required by school sites and are only necessary when student health care needs are delineated by a school nurse on a student’s IEP.

PROCEDURES: Ordering Materials

To request materials, schools must complete a Requisition Form using the information provided in Attachment A: Universal Precautions Supplies. Submit the Form using one of the following options:

School Mail: Special Education Service Center-Operations, Beaudry Building, Floor 18.

Fax: (213) 241-5167 — indicate “Attention: Universal Precautions” in the subject line.



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

**PROCEDURES
(Cont.):**

Email: sesc-operations@lausd.net — indicate “Universal Precautions” in the subject line.

Only the items on Attachment A may be ordered with Universal Precautions funding. Including other items will delay processing.

**RELATED
RESOURCES:**

Not applicable.

ATTACHMENTS:

Attachment A: Universal Precautions Supplies

ASSISTANCE:

For assistance or further information, please contact Aaron Jeffery, Director, Special Education Service Center-Operations at 213-241-6701.

Universal Precautions Supplies

Item Description	Purpose	Catalogue Category	*SKU	Unit Size	**Unit Price
Adhesive Tape ½ in	Medical Protocols	First Aid	475-09-84043	10yd roll	1.49
Adhesive Tape 1 in	Medical Protocols	First Aid	475-09-84100	10yd roll	2.61
Aluminum Foil	Medical Protocols	Home Ec. - Kitchen	640-80-10050	25'roll	1.25
Bleach	Universal Precautions	Custodial	505-25-38151	1 gal	2.50
Bottles Plastic with Dispensing Cap	Universal Precautions	Visual Arts	175-68-04100	Sm	.41
Bottles Plastic with Dispensing Cap	Universal Precautions	Visual Arts	175-68-04105	L	.63
Bottles Plastic Spray	Universal Precautions	Custodial	485-08-69060	Quart size	1.10
Cotton Absorbent Ball	Medical Protocols	First Aid	475-27-21134	130 box	5.14
Deodorizer – Medi-Air	Personal Care	Home	485-42-14150	1oz spray	3.99
Deodorizer – Medi-Air 8oz Refill	Personal Care	Home Ec. - Spec. Needs	485-42-14175	8oz refill	13.89
Detergent Disinfectant Medic	Universal Precautions	Custodial	485-37-30800	Gallon	29.99
Detergent Liquid	Personal Care Medical Protocols	Home Ec.	485-38-36270	Bottle	3.55
Disinfectant Wipes/Dispatch	Universal Precautions	First Aid	475-64-83150	150ct.	18.67
Disinfectant Cleaner/ Dispatch Spray	Universal Precautions	Home Ec.	485-42-13000	32oz spray	14.69
Disinfectant Cleaner/Dispatch	Universal Precautions	Home Ec. - Spec. Needs	485-42-13040	1 gallon	17.99
Disposable Dust Mask		First Aid	345-72-51110	50 box	3.62
Emergency Clean Up Kit	Universal Precautions	Cleaning Supplies	485-74-20365	1 kit	8.23
Gauze Pad Sterile 2x2	Medical Protocols	First Aid	475-09-69280	100	3.29
Gauze Pad Sterile 4x4	Medical Protocols	First Aid	475-09-69380	50	3.99
Gloves -Vinyl Disposable Sm.	Universal Precautions	First Aid	475-14-70598	100bx	4.29
Gloves-Latex Free Medium	Universal Precautions	First Aid	475-41-47079	100bx	4.29
Gloves-Latex Free Large	Universal Precautions	First Aid	475-41-47119	100bx	4.29
Gloves-Latex Free X-Large	Universal Precautions	First Aid	475-41-47138	100bx	4.29
Gloves-Vinyl Powder Free Sm.	Universal Precautions	First Aid	475-41-47302	100bx	4.39
Gloves-Vinyl Powder Free Med.	Universal Precautions	First Aid	475-41-47303	100bx	4.39

Item Description	Purpose	Catalogue Category	SKU*	Unit Size	**Unit Price
Gloves-Vinyl Powder Free Lg.	Universal Precautions	First Aid	475-41-47304	100bx	4.39
Gloves-Vinyl Powder Free XL	Universal Precautions	First Aid	475-41-47305	100bx	4.39
Hand Sanitizer Alcohol Free	Universal Precautions	First Aid	435-70-12096	1.7oz	2.99
Hand Sanitizer Alcohol Free 1800ml	Universal Precautions	First Aid	435-70-38045	6 bottle	96.82
Hand Soap Liquid	Universal Precautions	Custodial-Cleaners	485-86-80170	Case 4 gal.	23.99
Paper Cups- 4oz	Medical Protocols	Home	640-50-08404	100	3.49
Paper Toweling – Exam Table Cover	Personal Care	Custodial	475-64-59200	135’roll	2.99
Paper Towel Wiping 13”x18”	Personal Care	Custodial	640-85-10330	50 sheets	3.99
Perineal/Skin Cleanser	Personal Care	Home Ec. - Spec. Needs	485-42-15400	8oz spray	3.85
Polyethylene Bags	Universal Precautions	Custodial	665-24-52120	500 case	15.99
Protective Pads	Medical Protocols	TBD	TBD	TBD	TBD

*SKU numbers are from the Stores Warehouse Catalog, which can be accessed at: <http://storescatalog.lausd.net>.

**Prices are subject to change – check the Stores Warehouse Catalog for the most current unit pricing information.