

# **Facilities Management**

POLICY: SHARPS DISPOSAL			NUMBER: S-27
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PREPARED BY:	AUTHORIZED BY	CLASSIFICATION:	EFFECTIVE: July 1, 2015
Facilities Management (FM)	Lynn Logan Safety Procedure	SUPERSEDES: September 1, 2004	

**In all instances**, it is the responsibility of the original sharps user to resolve issues of inappropriate disposal. Where the original sharps user is not readily available or identifiable, this procedure must be used.

## **DEFINITIONS**:

- SHARPS: In general, sharps are any item, tool or piece of equipment which are primarily intended to scrape, cut or puncture. This may include caretaking/trades items as well as laboratory and medical items. Glassware disposal procedures exist and therefore are not covered by this procedure.
  - i. Non-Contaminated: This includes items such as razor blades that have not been used in a laboratory setting an Tf1 0 0 1 488.5 64.9 Tm0 g( )ncludes -26(ca)13(r)-3(eta)104 5



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- 3.2. **Supervisor**: Upon being notified of an inappropriately disposed of sharp:
  - a. Tend to injured worker, if any;
  - b. Notify Responsible User (laboratories, clinics, preparation rooms, etc) or Residence Don.
  - c. Investigate in an attempt to resolve issue;
  - d. Complete Accident/Incident Report Form.

#### 4. DISPOSAL OF FULL SHARPS CONTAINER:

When contents of sharps collector reach the mark, notify Occupational Health and Safety and request a biohazard waste pickup (extension 84747).

## **IN CASE OF PERSONAL CONTACT WITH CONTAMINATED SHARP:**

If you have touched, been cut by or punctured with a contaminated sharp you should immediately wash the contact area thoroughly. Contact your Supervisor and get immediate medical attention. Inform the Emergency Attendant that you have been exposed to a potential biohazard.