Procedure G-4: Disposing of Biohazardous Material

I. Use of Biohazard "Sharps" Containers in the Clinic

A. Types of items

The following items should be considered potentially infective items and carefully disposed of in a hard plastic (not plastic bag) biohazard "Sharps" waste container designated solely for this purpose:

1. Used needles
2. Lancets
3. Syringes
4. Microscope slides
5. Blood tubes
6. Butterfly needles
7. Capillary tubes

B. Proper use of Sharps containers

1. Containers should be used until about ¾ full or to "fill" line marked on container
2. Once full, the lid should be sealed with masking or autoclave-grade tape and sent in the clinic's lockable black bin back to MDHFS
3. No attempt should ever be made to remove sharps from these containers once they have been placed inside.

II. Use of other receptacles for soiled disposable items and linens in the Clinic

A. Types of disposable items

The following items should be considered potentially infective if soiled with bodily fluids:

1. Dressings
2. Tissues
3. Culturette swabs
4. Cotton balls
5. Tongue depressors
6. Empty urine containers

B. Proper disposal

There are two ways to dispose of soiled disposable items

1. **Clinic Garbage Receptacle**
   Items soiled but not soaked or dripping of body fluids are to be disposed of in regular clinic garbage.
2. **Biohazard Bags**
   Items heavily soaked or dripping of body fluids must be bagged in a red or white biohazardous bag.
   The bag should be tied off and sealed with masking or autoclave-grade tape and sent in the clinic's lockable black bin back to MDHFS.
   When in doubt, place items in a biohazard bag.

C. Linens heavily soiled by blood or other regulated body fluids must also be placed in a biohazard bag and sent to MDHFS for proper disposal using the same procedure above.

III. Disposal of Items at MDHFS

A. Proper disposal of biohazardous Sharps containers and bags

1. Once a full Sharps container or biohazard bag is received at MDHFS, the Program Aide or other staff member will immediately place the container in the large red biohazardous bin. This bin is located in the locked Biohazardous Materials room outside of PSC 523.
2. Once a month Stericycle, an outside contractor, will pick-up the filled red biohazardous bins and properly dispose of the contents.
3. Autoclaving is not necessary for items placed in the large red biohazardous bins.