

Date Prepared 05/2001
Revised 2/2009 M Ortiz
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BMP Custodial #2

TITLE: REGULATED MEDICAL WASTE COLLECTION & STORAGE

Regulatory Citation: 6 NYCRR Part 360 & 364, 10 NYCRR Part 70 and TAGM-97-10

Applicability: Regulated Medical Waste includes but is not limited to needles, sharps, blood stained materials, body fluids, etc.

Purpose: Ensure the proper collection, storage and disposal of Regulated Medical Waste.

Person or

Department Responsible: Director of Environmental Health and Safety
Physical Plant Custodial Supervisor

Schedule: As needed.

Procedure:

- 1) All Departments (i.e. Dental, Mortuary Sciences, Nursing, Respiratory Therapy, etc) must segregate Regulated Medical Waste (RMW) from other solid waste in accordance with their Bloodborne Pathogen Exposure Control Plan. Sharps will be placed in a puncture resistant container labeled with the universal Biohazard symbol and the word "Biohazard". Other blood stained and biohazard material will be placed in containers or red plastic bags labeled with the universal biohazard symbol and the word "Biohazard"
- 2) Once a Department's RMW container is full, the Physical Plant Custodian will remove the RMW, or in some cases the department will call for a pick up. The Custodian will place a label on the bag/sharps container giving Hudson Valley's name and address. While wearing gloves, the custodian shall transport RMW to the RMW storage area on the first floor of Brahan room 006.
- 3) The storage area must be labeled with the biohazard symbol, properly ventilated, located to minimize exposure to the public and is accessible only to authorized personnel. There the waste still in the original waste container will be placed in a secondary container provided by the state approved medical waste vendor. The containers are labeled as Biohazard, with the universal biohazard symbol. No other type of container will be used. The custodian will add a Hudson Valley name and address label to the secondary container. Sharps will be kept in a separate container from the red bag waste.
- 4) Pickups are scheduled for every other week with a state approved medical waste vendor. The Mortuary Sciences department will be contacted and any waste they have will be picked up by the Special custodial staff. Special custodial staff

will ensure that secondary waste containers are labeled with Hudson Valley's name and address.

- 5) The medical waste vendor will include all of the following information on the secondary containers: the generator facility name and address, the transporter's name and permit number, the date of shipment and identification of the RMW contents (e.g. sharps) and include the word biohazard or the universal biohazard symbol. The vendor will complete the Medical Waste Tracking Form which will be signed by the Director of EHS or designee. The Director will obtain Medical Waste Tracking forms and file in the EHS files and track receipt of the second copy within 30 days.
- 6) The Director of EHS or designee will make regular inspections of the area using the attached checklist.

Current vendor: Safeguard Biomed Services

Record keeping: The Director of Environmental Health and Safety will prepare the required manifests.

Record Location: Env Health & Safety office, environmental files

Contact: Director of Environmental, Health and Safety (629-7163)
Exec Mgr of Physical Plant (629-7427)
Assistant to Exec Mgr 629-7361

HVCC-BMP-Custodial #2-RegulatedMedicalwaste

MEDICAL WASTE STORAGE AREA

INSPECTION LOG SHEET

INSPECTORS' NAME: _____

DATE:

INSPECTOR'S TITLE: _____

LOCATION:
BRN 006

ITEM	TYPES OF PROBLEMS	ACCEPT.	UNACCEPT.	OBSERVATIONS	DATE & NATURE OF REPAIRS REMEDIAL ACT.
Signage	Sign on outer door not posted or illegible ¹				
Access	Door to storage area not locked				
Ventilation	Area is not adequately ventilated – odors are present				
Labeling	Containers are not labeled ²				
Containers	Not kept closed				

¹ See attached door sign

² Label must include “Biohazard” and biohazard symbol and HVCC name and address label