

**CAROLINAS COLLEGE OF HEALTH SCIENCES
POLICY AND PROCEDURE**

ADMINISTRATIVE

SUBJECT: BIOHAZARDOUS MATERIAL

REVIEWER(S): Safety Committee Chair

POLICY

Biohazardous materials, including needles/sharps used in the clinical skills, biology, phlebotomy, and medical laboratory science areas must be placed in appropriate containers, which are disposed of according to OSHA guidelines and Atrium Health Policy. (For further information, refer to the Atrium Health's Waste Disposal Guide.)

PROCEDURE

- A. The decision on what biohazardous material is suitable for educational use is at the discretion of each program chair. The prompt proper disposal of biohazardous waste is the responsibility of the instructor.
- B. Carolinas College of Health Sciences has contracted with Stericycle, Inc., for the disposal of all biohazardous material and sharps containers.
- C. Stericycle provides the supplies necessary to package the biohazardous materials. Sharps containers are purchased through the distribution center. The supplies are stored in the various lab storage areas.
- D. All college teammates using biohazardous materials for educational purposes will follow the uniform biohazard waste disposal process identified in Appendix A.
- E. The Biohazardous Material policy and procedure will be reviewed bi-annually.

REFERENCES

Related Policies to Consult

Atrium Health: Waste Disposal Guide

Related 2018 SACSCOC Standard

13.8 Institutional environment

Appendix A

Uniform Biohazard Waste Disposal Process

There will be a supply of red hazardous waste bags kept on a clearly marked shelf in storage room 2107.

Step #1: When you have biohazard waste to dispose of you must first obtain a red hazardous waste bag from the storage room and place specimen in the bag. Tie a double knot in the top of the tissue-containing bag in accordance with the instructions from Stericycle (available in the biohazard binder on the red bag storage shelf in the storage room). **NOTE:** Never fill the red bag more than $\frac{3}{4}$ full.

Step #2: will require you to place the first tissue-containing red bag into another red bag and tie a double knot in red bag #2. **NOTE:** For sharps containers, you must place the sharps container in a single red bag and double knot the bag.

Step #3: Obtain a brown cardboard biohazard waste disposal box from the storage room, assemble the box and thoroughly tape the bottom of the box so it will be secure for the vendor for transport. Place the double-bagged waste into the box and thoroughly tape the box top-flaps shut.

Step #4: Place the Stericycle label on the taped box in the specified location indicated as "customer label here." Write the current date in the space indicated on the label. Use only one Stericycle label per box. Stericycle labels are located in room 2104, contact Katherine Lingen at katherine.lingen@carolinascollege.edu to obtain labels.

Step #5: Stericycle will pick up waste every 12 weeks. If an additional pick up is needed, instructions for contacting Stericycle are described in the remaining steps of these instructions.

Step #6: To contact Stericycle please email Katherine Lingen at katherine.lingen@carolinascollege.edu. The contact phone number for Stericycle is 1-866-783-7422, however, the preferred method for contacting Stericycle is through their website: www.stericycle.com. Our account number is 3001025214. Stericycle will provide a date/day when waste pickup will occur at our site.

Step #7: On the date of pick up, transport the sealed and labeled box (the use of a cart for this purpose is strongly advised), to the designated pickup site which is outside of storage room 2107.

Step #8: All primary users of the Carolinas College of Health Sciences biohazard waste disposal process will be notified by email, from Katherine Lingen regarding the date/day of pending Stericycle pickup.

Primary Users: MLS – Katie Lingen; GEN – Andrea Phronebarger, Saravanan Keelakantan; Phlebotomy – Ali Winter; NUR - Sarah Sciebtta; Safety Committee – Katherine Lingen