

**INFECTIOUS DISEASE/PANDEMIC EMERGENCY
POLICY AND PROCEDURE MANUAL**

SUBJECT: MEDICAL WASTE HANDLING DURING INFECTIOUS DISEASE/
PANDEMIC EMERGENCY

POLICY: The trash collector will pick-up and dispose of all medical waste at least once daily, or as needed, in an enclosed cart designated for this purpose only.

NOTE: The handling/disposal/transportation of medical waste, trash and soiled linen must always be done separately.

EQUIPMENT:

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|-------------------|---------------------------------|
| 1. Gloves | 4. Medical waste transport cart |
| 2. Plastic apron | 5. Gurwin address labels |
| 3. Eye protection | 6. Step on pail |

NOTE: Gloves and plastic apron are to be worn at all times while handling medical waste.

PROCEDURE:

Stores & Receiving:

1. Stores & Receiving will provide sharps containers with Gurwin labels to the nursing units.

Nursing Staff:

1. Nursing will notify the HSK Lead/Supervisor when a resident room is being put on isolation and when it's discontinued.
2. Nursing Staff will remove the sharps containers and place in soiled utility room for pick-up when the container has reached the fill line indicated on the container, or if there is odor or putrefaction, whichever occurs first.

Trash Collector:

1. The trash collector will label all size red bags with the Gurwin address labels prior to use.



2. The Trash collector will provide the Step on Pail for PPE and will remove it when the isolation is discontinued.
3. The evening shift trash collector will pick-up medical waste and sharps from the soiled utility rooms.
4. All red liners will be securely tied to prevent leakage.
5. Upon completion of rounds, the trash collector will bring all medical waste to the medical waste storage room.
6. The trash collector will transfer the collected medical waste bags and sharps containers into the bins.

NOTE: Eye protection and gloves must be worn during the process of transferring and packaging of medical waste.

7. The bins are closed and labeled on the outside with the facility name and address. The anticipated date of the next pick-up is also written on the outside of the sealed bin.

Supervisor/Lead:

1. The supervisor, or lead, notifies the trash collector at the start of isolation, giving him/her the room number. (The trash collector will then deliver to the isolation room a step on pail for PPE Equipment).
2. The supervisor, or lead, will verify that the number of bins on the medical waste tracking form agrees with the number of bins loaded into the contractor's truck.
3. The supervisor, or lead, signs for the pick-up and the receipt is E-mailed to the Housekeeping Dept.

MEDICAL WASTE RECOVERY:

In the event the facility is notified that some of our regulated medical waste, known or suspected to be untreated, is found commingled with solid waste, we will send two members of our management team to assess the commingled waste and, if necessary, call our hazardous waste contractor to remove and dispose of properly.