

Section 7: **Principles of Cleaning and Disinfecting Environmental Surfaces**

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Subject: **Management of Waste**

Revised:

Distribution: **All FNIHB Staff**

1 PURPOSE

- 1.1 Waste generated by a health facility must be disposed of in accordance with provincial and local regulations and in a manner that prevents the transmission of infectious diseases to clients, staff, and visitors.

2 POLICY

- 2.1 All health facility generated waste must be disposed of in a safe and lawful manner.

3 PROCEDURE

Refer to *FNIHB- OR Environmental Cleaning Procedure Manual* for more information.

- 3.1 **Biomedical Waste:** is contaminated, infectious waste from a health care setting that requires treatment prior to disposal in landfill sites or sanitary sewer systems. Biomedical waste includes:
- 3.1.1 Human anatomical waste
 - 3.1.2 Human and animal cultures or specimens (excluding urine and faeces)
 - 3.1.3 Human liquid blood and blood products
 - 3.1.4 Items contaminated with blood or blood products that would release liquid or semi-liquid blood if compressed
 - 3.1.5 Body fluids visibly contaminated with blood
 - 3.1.6 Body fluids removed in the course of surgery, treatment or for diagnosis (excluding urine and faeces)
 - 3.1.7 Sharps
 - 3.1.8 Broken glass which has come into contact with blood or body fluid
 - 3.1.9 PPE and medical supplies used in the provision of care to clients with a highly infectious disease (Category A Infectious Substance as defined by the Transportation of Dangerous Goods Regulations, section 2.36)

- 3.2 **Sharps:** are devices that are capable of causing a cut or puncture wound. Some examples of sharps include needles, sutures, lancets, blades and clinical glass.

NOTE: Procedures for waste management are based on provincial and municipal regulations and legislation. Specific legislation related to waste management may be found at the end of this policy.

- 3.2.1 All staff and personnel that handle waste are expected to be immunized and to maintain up-to-date immunization status as outlined in the edition of the Health Canada Occupational Health Assessment Guidelines (OHAG) according to Annex O (Recommended Immunizations and Screening Tests Related to Occupational Exposure). (Refer to Policy 3.1: Staff Immunization; Policy 3.2: Staff TST Screening/Assessment).
- 3.2.2 Non-immunized waste handlers should be offered all recommended immunizations including hepatitis B immunization at no cost to the employee. (Refer to Policy 3.1: Staff Immunization).
- 3.2.3 It is the health care provider's responsibility (i.e. **not** the environmental cleaner's responsibility) to handle sharps containers within the health facility.

3.3 Handling of Sharps:

- 3.3.1 All health care providers that handle waste must receive education about the risks associated with sharps, including safe disposal of sharps in puncture-resistant containers, if found in the environment (e.g. sharps in laundry, waste, floor etc.).

Refer to *FNIHB-OR Environmental Cleaning Procedure Manual*

- 3.3.2 The prevention of sharps injuries is actively promoted in the health facility by implementing the following practices:
 - 3.3.2.1 Rigid, puncture-resistant sharps containers are provided at or near the point-of-use to permit safe, one-handed disposal
 - 3.3.2.2 A tool (e.g. tongs) is used to pick up used needles that avoids picking them up by hand (Refer to *FNIHB-OR Environmental Cleaning Procedure Manual*, Section 8 Step-by-Step Procedures)
 - 3.3.2.3 As legislated, all facilities must use safety-engineered needles
 - 3.3.2.4 Used needles are NEVER re-capped
 - 3.3.2.5 HCPs NEVER reach into waste or sharps containers
 - 3.3.2.6 Sharps containers are replaced when they are three-quarters full or the sharps have reached the fill line, and the lid is securely closed
 - 3.3.2.7 Laundry is handled with care
- 3.3.3 **Safe Disposal of Sharps:** The best way to remove a needle and syringe that has been disposed of incorrectly:
 - 3.3.3.1 Put on a pair of gloves

- 3.3.3.2 Ideally, take a sharps container to the needle and syringe
 - 3.3.3.3 NEVER re-cap a needle and syringe even if a cap is available
 - 3.3.3.4 Use tongs, or similar implement, to pick up the needle and syringe. If no implement is available, carefully pick up the needle and syringe with the needle furthest away from your fingers and body
 - 3.3.3.5 Carefully place the needle and syringe in the sharps container
 - 3.3.3.6 Report the incident to your supervisor or Nurse-in-Charge
 - 3.3.4 All health care providers must be aware of the protocol to follow in the event of a sharps injury. (Refer to Policy 3.3: Occupational Exposure to Blood and Body Fluids).
- 3.4 Collection and Transportation of Waste:
- 3.4.1 When handling waste, health care providers must wear personal protective equipment (PPE) appropriate to their risk.
 - 3.4.1.1 Protective gloves, footwear and other apparel appropriate to the task and anticipated risk
 - 3.4.1.2 Hand hygiene equipment (e.g. ABHR, soap and water, handwashing sink) available at point-of-care
 - 3.4.1.3 Health care providers who clean reusable waste containers, carts, final storage areas, or biomedical waste treatment equipment, wear:
 - 3.4.1.3.1 Gowns
 - 3.4.1.3.2 Heavy-duty, waterproof gloves
 - 3.4.1.3.3 Protective goggles or face shield
 - 3.4.2 Biomedical waste is handled and disposed of in a manner that avoids transmission of potential pathogens (Refer to Appendix 47: Disposal Streams for Biomedical and General Waste):
 - 3.4.2.1 Biomedical waste is segregated, at the point of generation, into either a plastic bag marked as Biomedical Waste or a rigid container with a non-removable lid
 - 3.4.2.2 Waste bags are of a thickness that will resist puncture, leaking and breaking, and they are waterproof
 - 3.4.2.3 Double-bagging is only necessary when the first bag becomes stretched or damaged, or when waste has spilled on the exterior
 - 3.4.2.4 When a bag is three-quarters full, it is closed and tied in a manner that prevents contents from escaping, and such that extra air is not sealed inside the bag.

- 3.4.3 Waste is transported within the facility according to the categories listed in the table below.
 - 3.4.3.1 Waste from several different categories is not mixed in one bag
 - 3.4.3.2 Waste is placed in appropriate containers at the point-of-care/use
 - 3.4.4 Waste is transported within the health facility incorporating the following practices:
 - 3.4.4.1 Transport routes have been defined and communicated to health care providers
 - 3.4.4.2 If applicable, waste is transported in leak-proof containers that are cleaned on a regular basis
 - 3.4.4.3 Health care providers transporting waste avoid crossing through clean zones, public areas or treatment rooms
 - 3.4.5 For transporting waste outside of the facility refer to Policy 7.1: Collection and Transportation of Laboratory Specimens.
- 3.5 Storage of Waste:
- 3.5.1 Waste is stored in a designated enclosed room with access limited to authorized health facility staff.
 - 3.5.2 Refrigerated space at or below 4° C is provided for storage of anatomical waste and/or biomedical waste if stored for more than four days.
 - 3.5.3 Biomedical waste storage areas are kept locked except where authorized health facility staff are on hand.
 - 3.5.4 (If applicable), segregated waste is removed to central holding areas on a scheduled basis and is stored in leak-proof bins that are cleaned and disinfected prior to re-use.
 - 3.5.5 Waste bags are not stored directly on the floor.
 - 3.5.6 (If applicable) there is a contingency plan for dealing with the storage of refrigerated waste in the event of:
 - 3.5.6.1 Excess waste production
 - 3.5.6.2 The on-site cold storage unit or treatment equipment becomes inoperative; or
 - 3.5.6.3 Other disruption of disposal services.
- 3.6 Transportation of Biomedical Waste (Other Than Sharps)
- 3.6.1 Contact the Zone Nurse Manager for direction on appropriate packaging and labelling of biomedical waste other than sharps as per the Transportation of Dangerous Good regulations.
 - 3.6.2 The Zone Nurse Manager will ensure the appropriate packaging material is made available for proper transportation and disposal.

3.7 Legislation Related to Medical Waste:

3.7.1 Biomedical Waste Handling

- 3.7.1.1 The *Environmental Protection Act, R.S.O. 1990*, Part V, Sections 19 and 27; Part XVII, Section 197: Guideline C-4, “The Management of Biomedical Waste in Ontario.” Available online at: <https://dr6j45jk9xcmk.cloudfront.net/documents/1761/197-biomedical-waste-en.pdf>
- 3.7.1.2 Transport Canada’s *Dangerous Goods Transportation Regulations*. Available at: <http://www.tc.gc.ca/eng/tdg/clear-tofc-211.htm>

3.7.2 Cytotoxic Waste Handling

- 3.7.2.1 The *Environmental Protection Act, R.S.O. 1990*, Part V, Sections 19 and 27; Part XVII, Section 197: Guideline C-4, The Management of Biomedical Waste in Ontario”. Available online at: <https://dr6j45jk9xcmk.cloudfront.net/documents/1761/197-biomedical-waste-en.pdf>
- 3.7.2.2 The *Occupational Health & Safety Act, R.S.O. 1990*, c.0.1 including *Health Care and Residential Facilities O. Reg. 67/93, Sec. 97*. Available online at: http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_930067_e.htm.
- 3.7.2.3 Canadian Standards Association’s “*Handling of Waste Materials in Health Care Facilities and Veterinary Health Care Facilities*.” (Z317.10-01).

3.7.3 Chemical Waste Handling

- 3.7.3.1 The *Environmental Protection Act, R.S.O. 1990*:
 - 3.7.3.1.1 O.Reg 461/05 amending Reg. 347, R.R.O. 1990 dealing with hazardous and chemical waste. Available online at: http://www.e-laws.gov.on.ca/html/source/regs/english/2005/elaws_src_regs_r05461_e.htm);
 - 3.7.3.1.2 O.Reg 558/00 deals with hazardous and liquid chemical waste. Available online at: http://www.e-laws.gov.on.ca/html/source/regs/english/2000/elaws_src_regs_r00558_e.htm)
 - 3.7.3.1.3 O.Reg 718/94 deals with sterilants. Available online at: http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_940718_e.htm).
- 3.7.3.2 Canadian Standards Association’s “*Handling of Waste Materials in Health Care Facilities and Veterinary Health Care Facilities*” (Z317.10-01).

4 APPENDIX

Appendix 47: Disposal Streams for Biomedical and General Waste

5 REFERENCES

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Transport Canada. (2013). Transportation of Dangerous Goods Act and Regulations. Retrieved from <http://www.tc.gc.ca/eng/tdg/safety-menu.htm>