



SHIFT BRIEFING



SYRINGES - HANDLING & DISPOSAL BEST PRACTICES

Depending on your department policies, please select the option below that best reflects how employees should respond when they discover an improperly discarded syringe. Ensure your Exposure Control Plan reflects these procedures.

OPTION – Do Not Touch the Syringe, but Instead Notify the Proper Agency to Collect the Syringe.

There is a possibility that in the course of cleaning our parks, playgrounds, restrooms, and other places around town, you may discover a syringe that was left there by someone. The syringe could be used for a lawful purpose, such as by a person with diabetes who was careless, or a user could have dropped it during illegal drug use. There is no way of telling which. And either way, it does not matter. ALL syringes and other contaminated sharps will be treated as follows:

1. DO NOT HANDLE OR PICK UP THE SYRINGE.
2. Secure the area so that no one intentionally or accidentally comes in contact with the syringe. This can mean standing there, placing a cone over it, or using other means. You can imagine a child in the park investigating what you were doing and the potentially disastrous outcome if they find the syringe.
3. Call **Insert the person the department or agency will notify to come and properly pick up and dispose of the syringe, and provide the person's phone number. Also, give after-hours or emergency contact numbers.**
4. Notify your supervisor and continue to maintain control of the area until the syringe is removed.

OPTION – Pick Up the Syringe and Dispose of it Properly.

There is a possibility that in the course of cleaning our parks, playgrounds, restrooms, and other places around town, you may discover a syringe that was left there by someone. The syringe could be used for a lawful purpose, such as by a person with diabetes who was careless, or it could have been dropped by a user of illegal drugs. There is no way of telling which, and in the end, it does not matter. ALL syringes and other contaminated sharps will be handled in this manner:

1. NEVER INTENTIONALLY HANDLE A SYRINGE WITH YOUR HANDS, EVEN IF WEARING GLOVES. You must use a tool, such as pliers or a piece of paper/cardboard, to pick up a syringe. **[Demonstrate sliding paper/cardboard under a syringe.]**
2. After picking up the syringe with a tool, drop it into a puncture-resistant container such as a soda or ice tea bottle with a wide mouth and screw-on cap. **[Departments may consider providing proper sharps containers, such as a plastic or cardboard sharp shuttle for employees.]**
3. If you are using a makeshift container, place a label on it. **[Departments should have a supply of red biohazard labels. HOLD UP A SAMPLE LABEL.]**
4. Tape the lid or cap in place, and throw the bottle in a normal trash container – not a recycling container.
5. Notify your supervisor of the incident.

If You Do Stick Yourself with the Syringe, Immediately Report it to Your Supervisor.