TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER™
at El Paso

El Paso - *Ambulatory Clinic Policy and Procedure*

Title: **HANDLING & DISPOSAL OF NEEDLES/SHARPS**	Policy Number: **EP 7.17**
Regulation Reference: Joint Commission, NIOSH Publication 2000-135	Effective Date: **9/2014**

Policy Statement:

It is the policy of the Texas Tech University Health Sciences Center El Paso (TTUHSC El Paso) to handle and dispose of all needles and other sharp items (i.e. broken glass, lancets etc.) safely to prevent the transmission of potentially infectious agents.

Scope and Distribution:

This policy applies and will be distributed to all TTUHSC El Paso ambulatory clinics.

Procedure:

1. Handling Needles/Sharps

    a. Use only devices with built in safety features.
    b. Needles should not be recapped. If recapping is unavoidable, a recapping device or the one-handed “scoop” method should be used.
    c. Promptly dispose of used needles in appropriate sharps containers.
    d. Report all needlesticks and sharps injuries to your supervisor and Occupational Health promptly to ensure appropriate follow-up care.

2. Disposal of Needles/Sharps

    a. Disposable sharps containers are to be utilized in all clinics where sharp items are used. Sharps containers, if wall mounted, should be securely mounted at eye level and locked. Keys to the sharps containers are to be kept separate from the sharps containers.
    b. Sharps containers are to be replaced when three quarters (3/4) full with lid securely closed, then discarded in biohazard container provided by Maintenance and Operations Services. The entire container will be picked up by custodial staff.

Policy Number: **EP 7.17**	Original Approval Date: **9/2014**
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Signatory approval on file by: Michael J. Romano, M.D. Associate Dean of Clinical Affairs Clinic Operations Committee, Chair Texas Tech University Health Sciences Center El Paso	