

Safe Work Procedure

Handling Needles and Sharps

(This task may only be performed by trained personnel)

Personal Protective Equipment (PPE) or Devices Required: <ul style="list-style-type: none">▪ CSA Grade 1 Safety Footwear▪ CSA Safety Glasses▪ Puncture Resistance Gloves	Hazards Present: <ul style="list-style-type: none">▪ Cuts▪ Puncture▪ Biohazard	Protective Measures: <ul style="list-style-type: none">▪ WHMIS Training▪ Safe Work Procedures
<p>Note: Needles and sharps are any devices having corners, edges, or projections capable of cutting or piercing the skin such as needles, used syringes, razor blades, diabetic lancets and broken glass <u>that is contaminated with biohazard waste</u>.</p> <p>Note: Broken glass that <u>is not contaminated with a biohazard waste</u> is not to be placed in sharps containers.</p> <p><i>Only employees trained in this procedure can pick up needles/sharps.</i></p> <ol style="list-style-type: none">1. Wear puncture resistant gloves.2. Pickup needles using a mechanical retriever or kitchen tongs. Ensure needle end is pointed away from the body3. Have the puncture resistant container with you and drop the sharps/needles into the container and <u>close the lid</u>.4. DO NOT re-cap a needle.5. DO NOT fill the sharps/needle container more than 2/3 full. Do Not stick your hand into the container.6. All sharps/needle containers are to be handled/stored with care.7. Before moving the portable containers the lid(s) shall be secured in place.8. Employee engaged in the handling of sharps/needles must wash their hands with soap and water or a suitable cleaner prior to consuming food or drink. <p>First Aid: In The Event of a Needle Stick Injury</p> <ol style="list-style-type: none">1. Let the puncture site bleed. DO NOT place the site near your mouth or mucous membrane e.g. eyes.2. Wash the area thoroughly with plenty of soap and water.3. Cleanse the area with approved antiseptic.4. Cover the site with a sterile dressing.5. Report the incident to your supervisor and complete a green card.6. Go to Health Sciences Emergency Department for assessment and treatment as soon as possible. <p>If you discover Needles / Sharps in a public right of way and are not equipped and trained as outlined in the procedure above you should contact your supervisor and/or call 311 and staff will be dispatched to the location.</p> <p>Sharps Container Disposal</p> <ol style="list-style-type: none">1. Notify supervisor and utilize approved disposal methods.2. Contact your Safety & Health Resource if unsure of the current disposal methods. <p style="text-align: center;">REPORT HAZARDOUS SITUATIONS TO YOUR SUPERVISOR</p>		

Supervisory Responsibility

- Supervisors are responsible to provide all staff with proper instruction, equipment, and tools.
- Supervisors are responsible to ensure that all safe work practices are followed.

Worker Responsibility

- Follow Safe Work Procedure
- Wear appropriate PPE

Guidance Documents/ Standards / Applicable Legislation / Other:

- Manitoba Workplace Safety and Health; Safe Work Bulletins
- Manitoba Workplace Safety and Health Regulation, MR 217/06: