
For

Nursing and Ancillary Patient Care Staff

**Annual Refresher Training for Current Employees**

**and**

**Initial Orientation for New and Transferring Employees**

University of Minnesota Medical Center, Fairview
University of Minnesota Children’s Hospital, Fairview
Minneapolis, MN

Revised: 7/05, 12/06

SmartWorks # 506064
Learning Program # FUM2SAF57
Program Title: Hazardous Pharmaceutical Waste Management Process: 2007 for Nursing and Ancillary patient Care Staff

Program Code: FUM2SAF57

To Complete Activity:

- Read the self-learning packet. Time to complete is about 20 minutes.
- Complete the Documentation Sheet and return sheet to Organizational Learning, Organizational Learning, MB549, Riverside East, Riverside Campus. Completion of the Documentation Sheet is required for entry into ON TRACK, Fairview’s computerized record-keeping system.
- Complete the evaluation form and return with the Documentation Sheet.

Learner Outcomes:

Upon completion of this self-learning packet, the participant will be able to:

1. State the definition of hazardous pharmaceutical waste.
2. Describe the collecting and labeling of hazardous pharmaceutical waste.
3. Describe the procedure for the disposing of a full hazardous pharmaceutical waste container.
4. Explain the hazardous pharmaceutical waste spill procedures.
Collecting Hazardous Pharmaceuticals on Patient Care Units

Hazardous Waste Definition: any material which because of its quantity, concentration, or chemical, physical, or infectious characteristics may cause harm to human health or the environment if improperly treated, stored, transported or disposed of.

It is required by MN Pollution Control Agency and EPA that all staff handling any hazardous waste at a large quantity generator facility, such as UMMC, be trained on an annual basis.

Hazardous Waste Collection Process

1) A black hazardous waste container will be placed in the medication room, or another central and secure area selected by the department manager and the Safety Department. Intensive care units may have containers in every patient room. Pharmaceuticals needing special disposal will be designated on the patient label as *HW* or *HW-P*.

Examples of HW and HW-P labeled materials

- Insulin
- Erythromycin
- Bulk Chemotherapy
- Vaccines
- Unused and opened nicotine patches
- Estrogen and Testosterone
- Warfarin
- Arsenic trioxide
- Epinephrine and epinephrine vials, tubing, IV bag

2) When medications are dispensed from Pyxis, a pop-up note will appear as either ‘Dispose as HW’, or ‘Dispose as HW-P’. To clear the note, touch the pop-up note, and then touch ‘Accept’ at the bottom of the screen.

3) HW stands for Hazardous Waste. HW-P stands for Hazardous Waste and Packaging. Any packaging from the pharmaceutical that may contain residue (i.e. vials and blister packs) must also be disposed of as hazardous waste. The most common HW-P item in the hospital is epinephrine.
4) If the drug has been removed from the blister pack, or if a patient refuses or is unable to take the medication, or if an IV line is stopped, staff must look to see if the drug is labeled as HW or HW-P for proper disposal.

5) All HW and HW-P labeled drugs will be placed in the black hazardous waste container.

6) Any dropped or found pills may be disposed of in the black container.

7) Used syringes with sharps and remaining pharmaceutical in them should be disposed of in the black container, with a biohazard label, on the code carts.

8) When taking HW/HW-P labeled materials out of isolation rooms, the medications will be placed in clear plastic bags. The bagged pharmaceuticals will then be taken to the black container.

9) If you have a chemical spill of an HW/HW-P labeled drug, all materials used to clean the spill must be treated as hazardous waste and disposed of in the proper black container. If you have questions or concerns on any spill, contact Safety at 273-4247.

10) If you have a spill of an HW/HW-P labeled drug and body fluids (i.e. blown chemo line), this must be disposed of as a dual waste; both hazardous and infectious. This dual waste must be managed and treated for both its hazardous chemical and biohazard properties. This waste will be disposed of in the black container with a biohazard sticker, located on the code cart. The biohazard container on each code cart will be used for all waste during a code. No sorting will be necessary in the event of a code. Additional containers will be available through Environmental Services, just like sharps containers. Call Safety at 273-4247 for assistance with proper disposal.

11) Healthcare Waste Solutions currently manages the sharps containers. They will also check the black containers regularly. A new container will be delivered when a full container is picked up, similar to sharps containers.

12) If you need a different size container than your current one, or if your container fills up before your regular Healthcare Waste Solutions visit, please contact Environmental Services for a new container.
FAQ’s

Q1: What if my unit doesn’t have a black dual waste container?
A1: Dual waste containers are on all code carts. If your area does not have a code cart, or if your area creates this type of waste regularly and would like a larger container, contact Environmental Services or Safety at 273-4247.

Q2: What do I do with a used syringe with a sharp and leftover HW / HWP-labeled pharmaceutical left in it?
A2: These syringes should go into the black container with a biohazard label, located on all code carts. All completely empty syringes may be disposed of as currently practiced, in the sharps containers.

Q3: What do I do with DEA controlled substances such as chloral hydrate and morphine?
A3: These substances should be wasted down the drain with a witness according to current policy. The controlled substances disposal policy has not changed.

Questions?

Every department and patient care area has a designated Pharmacist and a Safety Coordinator that is responsible for educating staff on proper chemical storage, handling, and disposal. They also have access to safety policies and procedures for your area. They may be able to assist you with questions. The following resources are also available to you:

Reyna Lex                                    Carol Risdal
Safety Compliance Coordinator                Safety Officer
Ph: 273-4247                                  273-7140
rlex1@fairview.org                            crisdal1@fairview.org
Univ. of MN Med. Ctr. Process for Collecting Hazardous Pharmaceutical Waste on Patient Care Units

A. Container Placement

- Container in the Medication Room or Other Secure Area
  - Containers must be kept secure from unauthorized access.
  - If container is not constantly monitored, weekly documented inspections are required.
  - No concerns from pharmacy with bringing ‘dirty’ meds back into med room.

B. Patient Care Unit Collection Process

- Hazardous Waste drugs are marked on patient label as ‘HW’ or HWP’. Pyxis pop-ups ‘Dispose as HW’, or ‘Dispose as HW-P’ appear for special disposal items. These items will be placed in the black container.
  - All other pharmaceuticals not marked as HW or HWP may be placed in the trash, or yellow chemo waste container as previously practiced (see attached diagram).
  - The contents of the containers will be sorted and audited on a periodic basis. U of M employees will be exposed to contents of the container during audits.
  - Isolation rooms – HW/HW-P drugs will be placed in a bag (stocked in the isolation cart) and taken to the black container in the medication room or other agreed upon secure area.
  - Dropped/found pills may be disposed of in the black container.
  - DEA controlled substances policy has not changed. Witnessed disposal into the sewer will be practiced.
  - Maintenance IV’s and tubing (TPN, Dextrose, Saline, Electrolytes, etc.) will be drained to the sewer.

C. Collection of containers From patient care areas

- Healthcare Waste Solutions will pick up containers
  - Containers will be checked regularly by Healthcare Waste Solutions, similar to the sharps container program
  - New containers will be delivered when full container is taken.

D. Final Disposal

- Healthcare Waste Solutions takes containers to central location to be disposed/sorted by U of M staff
University of Minnesota Medical Center Hazardous Waste Plan

Waste Streams

Chemo Soft Goods
Gowns, gloves, mask, chux, empty chemo vials, empty syringes & needles

Empty used needles & syringes

IV Solutions, TPN's
Salts, Sugars, Lipids, Amino Acids
Maintenance IV's

May drain IV into sink or drain

Witnessed Disposal in Sewer

Empty needle & syringe to sharps container
Empty amp or vial to Normal Trash

Hazardous Waste Container
Yellow Container (Same as Today)

Infectious Waste Container
Sharps Container

Waste Container
Ordinary Trash

Pharmaceuticals
Hazardous Products labeled as HW or HW-P
- Drug vials
- Bottles
- Warfarin blister packs
- Loose tablets/capsules
- IV bags/tubing of non-maintenance IV's (Including partially full chemo bags and grossly contaminated chemo soft goods)

No Sharps
No DEA Controlled Substances

Infectious & Chemical Waste
- Chemical/body fluid spill
- Used SQ, IM syringes/needles that still contain drugs labeled as HW or HWP
- All waste from a code
- Sharps okay

Infectious + Chemical

Black Container with Biohazard Label
Dual Waste Container on code cart

Infectious & Chemical Waste

Chemo Soft Goods
Gowns, gloves, mask, chux, empty chemo vials, empty syringes & needles

Empty used needles & syringes

IV Solutions, TPN's
Salts, Sugars, Lipids, Amino Acids
Maintenance IV's

May drain IV into sink or drain

Witnessed Disposal in Sewer

Empty needle & syringe to sharps container
Empty amp or vial to Normal Trash

Hazardous Waste Container
Yellow Container (Same as Today)

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Pharmaceuticals
Hazardous Products labeled as HW or HW-P
- Drug vials
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- IV bags/tubing of non-maintenance IV's (Including partially full chemo bags and grossly contaminated chemo soft goods)

No Sharps
No DEA Controlled Substances

Infectious & Chemical Waste
- Chemical/body fluid spill
- Used SQ, IM syringes/needles that still contain drugs labeled as HW or HWP
- All waste from a code
- Sharps okay

Infectious + Chemical

Black Container with Biohazard Label
Dual Waste Container on code cart

Infectious & Chemical Waste
Program Description

Program Title: Hazardous Pharmaceutical Waste Management Process: 2007 for Nursing and Ancillary Patient Care Staff

Program Number: FUM2SAF57  Credit Hours: 0.00  In Class Hours: 0.33

Learner Outcomes:
Upon completion of the program, the participant will be able to:

Objectives:
1. State the definition of hazardous pharmaceutical waste
2. Describe the collecting and labeling of pharmaceutical waste
3. Describe the procedure for the disposing of a full hazardous waste container
4. Explain the hazardous waste spill procedures

Instructor: Reyna Lex, UMMC, Fairview Safety Compliance Coordinator

Coordinator: Rebecca Nagel, MA, RRT/RCP, Learning Specialist
Telephone: 612.273.7062

For Your Records
This is to certify that I, ______________________, have completed this educational activity on ____________ (date) from _______ to ________ (time).
Signature of Program Instructor or Coordinator: Rebecca Nagel, MA, RRT/RCP Learning Specialist
Note: If you will use this program for renewal of your license, please keep this sheet for your own recordkeeping. It is also your responsibility to determine if this program meets the continuing education requirements of your licensing board.
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Program Number: FUM2SAF57

In Class Hours: 0.33
Credit Hours: 0.00
Date Completed:

PLEASE PRINT CLEARLY

Your name (First and Last):

Fairview Person Number or Social Security Number:

Name of your Department or Unit:

Work Telephone Number:

For Our Records
So that your learning may be properly recorded, please return to: Organizational Learning, MB549, Riverside East.
Program Title: Hazardous Pharmaceutical Waste Management Process: 2007 for Nursing and Ancillary Patient Care Staff Ontrack # FUM2SAF57

Evaluation

As a participant, you can assist in the evaluation of this learning activity. Please answer the following questions. We appreciate your comments and opinions.

1. Did you learn what you needed to learn from this packet?
   Comments/Examples:

2. Was the learning activity what you expected?
   Comments/Examples:

3. Did the instructional methods help you learn?
   Comments/Examples:

4. Did the written information facilitate your learning and respond to your questions and concerns?
   Comments/Examples:

5. Overall how would you rate this program? (1=low, 5=high)
   1  2  3  4  5

Thank you for your input. Please return this completed evaluation to:
Rebecca Nagel, Organizational Learning, MB549 Riverside East.