

Stanford University

STEPS FOR SAFE AND PROPER DISPOSAL OF SHARPS AND BROKEN GLASS

- SHARPS: any device that has rigid corners, edges, or protrusions capable of cutting or piercing and includes, but is not limited to: syringes and needles, razor blades, scalpel blades, glass Pasteur pipets and glassware.
- <u>NEVER</u> dispose of sharps in regular trash containers as this poses a potential health and safety hazard to personnel during trash handling and pickup. All sharps must be disposed of in a labeled, hard-sided, puncture-resistant container with a lid. Ensure sharps containers are available close to where sharps waste is generated. Do not overfill sharps containers or broken glass boxes; they must be tightly closed prior to disposal.
- DO NOT clip, bend, shear, or separate needles from syringes, DO NOT recap needles for disposal. These are the times you are most likely to be injured.
- Follow the additional requirements below for sharps used with the following materials:

START HERE:

Are you disposing of **SHARPS** such as syringes and needles, razor blades, glass pipets and scalpel blades?



Are you disposing of **SHARPS** such as **broken glass, lab glass or empty chemical containers** that are free of biohazardous, chemical, and radioactive contaminants*?

*To determine if your chemical container is legally empty and disposable in a broken glass box, reference the Empty Container Decision Tree at:

http://www.stanford.edu/dept/EHS/prod/enviro/waste/Empty Container Decision Tree.pdf.

YES

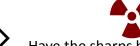
DISPOSAL:

- Place all lab glass items or broken glass in a broken glass box (available from VWR and Fisher Scientific). Use forceps or broom/dustpan and PPE for safe handling.
- Chemical containers that are free of hazardous material can be disposed of through the regular trash or glass recycling bins.



PICKUP:

 Contact your building manager to arrange pick up of broken glass boxes.



Have the sharps been used with **RADIOACTIVE MATERIALS**?

YES

DISPOSAL:

- You MUST request radioactive sharps containers. The containers provided by EH&S are labeled with a radiation caution label and have a log sheet attached. Contact EH&S at 723-3765.
- The log sheet must be completed and accurately reflect the contents of the sharps container.
- Separate different half life isotopes per radiation safety manual.



PICKUP:

• Follow the sharps container pickup instructions on the log sheet.

Have the sharps

Have the sharps been used with **HAZARDOUS CHEMICALS**?

YES

DISPOSAL:

- Place sharps in a sharps container (available from VWR and Fisher Scientific). Deface biohazard symbols on the sharps container. Clearly label the container with the word "SHARPS",
- Create a hazardous waste tag at http://wastetag.stanford.edu which lists all residual chemical contaminants on the sharps. Attach the waste tag to



NOTE: Before generating sharps contaminated with pharmaceutical drugs (including chemotherapeutic drugs), contact EH&S at 723-0448.

PICKUP:

Request pickup through
 http://wastetag.stanford.edu when the containers are full or no more than eight months past the accumulation date on the waste tag, whichever comes first.

Have the sharps been used with **BIOHAZARDOUS MATERIALS**?

YES

DISPOSAL:

 Place sharps in a sharps container labeled with the universal biohazard symbol (available from VWR and Fisher Scientific).



PICKUP:

- Sharps containers containing biohazardous material must be collected through an outside vendor (e.g. Stericycle or Daniels).
- Contact EH&S at 723-0448 for further information on how to set-up an account.



Have the sharps been used with NON-HAZARDOUS MATERIALS?

YES

DISPOSAL:

 Place sharps in a sharps container (available from VWR and Fisher Scientific). Deface biohazard symbols on the sharps container. Label the sharps container as "Non-hazardous sharps."



NOTE: Non-hazardous sharps may also be disposed of in sharps containers designated for sharps contaminated with biohazardous or chemical materials.

PICKUP:

 Contact EH&S at 723-0448 to determine the easiest method of disposal.