

Policy & Procedure Manual

NEEDLESTICK INJURY PRECAUTIONS – R-X-6

POLICY:

Precautions for preventing needle stick injuries must be used for the handling and disposal of needles/syringes.

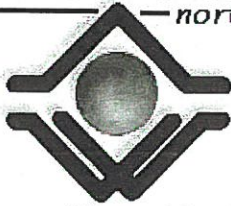
Biohazard containers will be made available in each work location for the disposal of used needles/syringes and all other related sharps that have come in contact with body fluids.

PURPOSE:

1. To reduce the risk of exposure to needlestick or sharps injuries.
2. To ensure consistent practice among all staff.

PROCEDURE:

1. When available, the use of safety engineered medical device (SEMD) will be used to eliminate the risk of a needle stick injury.
2. Prior to using a needle/syringe in the workplace, staff must be aware of the Biohazard container location. Immediately after using a needle/syringe, staff will dispose of it into the Biohazard container, keeping fingers well back from the opening of the container.
3. When handling needles/syringes, the following principles must be adhered to:
 - i. The person using the needle/syringe is responsible for disposing of it immediately into the Biohazard container.
 - ii. Gloves are not required and can be awkward to work with thereby increasing the risk for needlestick injuries. (**Note:** Wearing gloves will not protect you from a needlestick injury.)
 - iii. Never re-cap a needle/syringe.
 - iv. Never bend or break a needle/syringe.



Personal Support Services

POLICY: R-X-6

DEPARTMENT: Personal Support Services

CATEGORY: Infection Prevention and Safe Food Handling

EFFECTIVE DATE: February 2015

SUPERSEDES VERSION DATED: December 2013 (HR-XI-14)

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- v. When disposing of a needle/syringe, the needle does not get removed from the syringe.
 - vi. Check the Biohazard container frequently, replacing it when $\frac{3}{4}$ full. To dispose of full containers, contact Shoppers Drug Mart (McIntyre Centre) for pick up. No staff shall dispose of these containers. New containers are ordered from St. Joseph's Stores Department.
NOTE: Never reach into the container.
4. When staff are required to use a lancing device, it must be an agency approved device (i.e. Unistick 2)
 5. When needles need to be removed from an injection device (i.e. Novolin pen), staff must use an agency approved removal device (i.e. Novotone Remover).
 6. Needlestick Injury:
 - i. Should a needlestick injury occur, allow the wound to bleed freely, and cleanse with antiseptic soap and water.
 - ii. Notify Supervisor/Supervisor-on-call to advise of the incident, complete an Employee Incident Report and receive further instructions as may be required.
 - iii. If the injury was caused by a contaminated needle, seek medical attention as soon as possible. Staff should report to the physician if the blood source is known to be positive for a blood-borne disease.

RECOMMENDED BY: Director, Personal Support Services

APPENDICES: 0

OPERATIONAL ACCOUNTABILITY: Administration, Human Resources, Personal Support Services Administration, Personal Support Services, CRT

ORIGINAL POLICY DATE: January 2003

AUTHORIZED BY: Director, Personal Support Services

SIGNATURE: