SHARPS HANDLING AND DISPOSAL PROCEDURES

Definition of sharps: Needles, syringes, broken glass, glass slides, razors, scalpels, knives, Pasteur pipettes, or any other object with a sharp edge.

Sharps Hazards: There is very real potential to cause a needlestick or cut resulting in infection with research agents, or to generate aerosols while using sharps. Aerosols can be produced by:

- forcing material through a needle causing a spray
- removing a needle from a serum vial pressurized by injecting more air than the volume withdrawn
- cutting or shearing a needle. Do not cut, shear or bend any needle. Sharps containers with cutters are illegal.

Re-sheathing a needle: This is very strongly discouraged. If you must re-sheath, use a one-handed procedure like the one shown, keeping the other hand completely away from the needle:

![Image of needle re-sheathing]

Safe Sharps:
Information about safe sharps alternatives (including needles, lancets, scalpels, capillary tubes, and more) is available from a Biosafety Officer at 476-1300. Safe sharps must be disposed of in sharps containers.

Sharps Disposal:
- Dispose of all sharps immediately after use, and only in a sharps container.
- Sharps containers may be purchased from scientific supply companies.
- Sharps containers must be rigid, puncture-proof, and have lids that seal securely.
- If sharps are contaminated with hazardous chemicals or radioactivity, dispose of them in a separate sharps container with a radioactive or chemical waste tag as appropriate (see below). Note on the waste tag if the sharps is also biohazardous.

When and how to dispose of filled sharps containers:
Sharps containers MUST be discarded when reaching the fill line on the label, approximately ¼ full. DO NOT overfill containers. Containers must be discarded within 7 days of being full if kept at room temperature. Close and tape the lid of the container prior to disposal through the Office of Environmental Health & Safety (OEH&S). Call the following numbers for pickup:

<table>
<thead>
<tr>
<th>Campus Site</th>
<th>Medical Waste Sharps</th>
<th>Chemical Waste Sharps</th>
<th>Radiation Waste Sharps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Center</td>
<td>353-1283</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parnassus, Laurel Hls</td>
<td>476-0546</td>
<td>476-0544</td>
<td>476-1771</td>
</tr>
<tr>
<td>SFGH</td>
<td>206-8076</td>
<td>514-4108</td>
<td>514-4107</td>
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<td>Mission Bay</td>
<td>514-4107</td>
<td>514-4108</td>
<td>514-4107</td>
</tr>
<tr>
<td>Mt. Zion</td>
<td>476-0546</td>
<td>502-1124</td>
<td>502-1129</td>
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</tbody>
</table>

FOR A NEEDLESTICK INJURY CALL THE EXPOSURE HOTLINE PAGER:
ALL UCSF EXCEPT SFGH: 353-7842   SFGH: 469-4411
after the beep enter your callback number and press “#”