

Russell Inn - Blood or Bodily Fluids Contamination and Sharps, Syringes, & Used Diabetic Testing Equipment Protocol

The Russell Inn Hotel & Conference Centre understands the importance of providing guests and staff with safe containers to dispose of their **needles, syringes, diabetic sharps** and **testing strips**. **Medical needles and diabetic testing lancets are all considered "sharps"**. We also have portable sharps containers that are to only be handled by a manager or supervisor and can be brought to the location for safe disposal of found and potentially contaminated medical waste. Sharps containers have also been installed in some bathrooms for people to dispose of their used medical equipment.

All types of sharps, syringes, and diabetic testing strips have been in contact with someone else's blood or body fluids and are to be considered contaminated. Needles and syringes are a possible source of infection with serious communicable diseases such as HIV and Hepatitis; and are also a source of drug contamination that could be dangerous for others to touch, consume, or inject. Consider ALL sharps, syringes, and testing strips to be dangerous, no matter who they were used by. Please follow the procedures and handle them with great care. If in doubt, ask a manager or supervisor for help, guidance, and support.

IF YOU FIND A SHARP, SYRINGE, DIABETIC TESTING STRIP:

1. Photograph your find and immediately report it to your manager.
2. Do not dispose of it by yourself – call for support and assistance.
3. **Bring the portable sharps container to the source of the contamination**
 - **DO NOT carry these items for a distance, bring the sharps container to you.**
4. Use a prick-proof gloved hand to pick up the item and **drop** the sharp/syringe/testing strip into the sharps container with the pointy needle/sharp lancet part facing down.
5. Wash and sanitize your hands.
6. Fill out the appropriate incident report and submit to your manager along with photos.
7. Some situations involving illegal substances may require RCMP intervention. Your manager and supervisor will determine if this is necessary. If in doubt, ask!

PLEASE HANDLE ALL GARBAGE BAGS CAREFULLY AND PRACTICE THE FOLLOWING:

- **Never plunge your hand into a garbage can or bag** to grab small amounts of garbage in order to save a bag.
- **Don't overfill garbage bags** so that they need to be compressed to close or is difficult to carry without it bumping against your legs.
- **Hold filled garbage bags away from your body when carrying** so they are not bumping into your legs and body; if too heavy, ask for assistance.
- Grab a garbage bag by the loose ends to pull it out of the can and to tie. Continue **handling from the tied end only**.
- **Do not move sharps/syringes/testing strips that are found in the garbage.** Report to your supervisor to assist you with safe disposal of the bag – **this bag should not go into the regular garbage or landfill.**

If you are poked by a sharp, cut or scratched by an item containing someone else's blood or body fluid, or have an open wound that has been into contact with someone else's blood or body fluids:

- **This is considered a medical emergency.** Immediately report the incident to your manager. You will require medical intervention for documentation, cleaning, inspection of the wound, and other tests.

All sharps containers, filled or not, should never be disposed of in the regular garbage. Department managers are responsible for proper disposal of these containers.