

Standard Operating Procedure: Pharmaceutical Waste Segregation

Equipment Needed:

Eye protection	MSW “Trash” container
Face shield	Small screw drivers
Non-latex gloves	Container disinfectant
Heavy black rubber gloves	Paper towels
6” long forceps or tongs	Paper
Electronic weigh scale (pounds)	Pencil, pens
Sharps container	Laptop computer
RCRA Pharmaceutical waste container	Rx Formulary Notebook
Non-RCRA Pharmaceutical waste container	Labels
	Container inserts (plastic bags)

Procedure:

- ✓ Put on non-latex examination gloves.
- ✓ Open blue pharmaceutical waste container by inserting screw driver blade into container release slots and pulling gently upwards to free the lid.
- ✓ Do this for every container to be sorted.
- ✓ Leave the container lid on top of the container.
- ✓ Record generating location, date started and date picked up for each container from the label.
- ✓ Put on heavy rubber gloves and eye protection.
- ✓ Carefully lift the plastic liner from the container. Be very careful holding liner away from your body and watching out for maldisposed sharps that may be protruding from the liner.
- ✓ Turn on scale.
- ✓ Weigh plastic liner and contents, record total weight of contents.
- ✓ Place carefully with lid and weigh all of the rest of the container liners.
- ✓ Weigh the RCRA pharmaceutical waste container and record.
- ✓ If splashing of contents appears likely, put on face shield
- ✓ Take each weighed container liner and carefully tear open the liner to completely expose all of the pharmaceutical waste.
- ✓ Using forceps or tongs, sort out the waste contents:
- ✓ Record each maldisposed sharp and place in sharps container.
- ✓ Place RCRA pharmaceuticals as identified in the Rx Formulary notebook or on the PDF file on the laptop computer into the weighed RCRA pharmaceutical container.
- ✓ Record types and numbers of Non-RCRA pharmaceuticals (antibiotics, hormones, antipsychotics/antidepressants) and place them into the non-RCRA pharmaceutical container.
- ✓ If controlled substances are found, immediately notify Dr Mankes or Laurie DeWeerd to process them for legal disposal. Record number of CS found for tracking and process improvement.

- ✓ When all of the contents of a pharmaceutical waste container have been sorted, weigh the RCRA pharmaceutical waste container and record the ending weight.
- ✓ Record the difference between the beginning and ending weight of the RCRA pharmaceutical waste container in pounds. This is the RCRA weight.
- ✓ Repeat process for each bag of waste.
- ✓ Clean each container with disinfectant and clean all work (sorting) surfaces.
- ✓ Put new plastic liner in blue waste containers.
- ✓ Put new label on container top.
- ✓ Release cover lock by squeezing tabs on underside of lid.
- ✓ Check to make sure lid operates freely.
- ✓ Place lid on container and press down, locking the lid into place.
- ✓ Wash gloved hands in soap and water,
- ✓ Remove outer gloves.
- ✓ Remove inner examination gloves and wash your hands again.
- ✓ Put away all equipment and clean up.
- ✓ Make sure RCRA and non-RCRA containers are covered, labeled, have an accumulation start date on them and are in good condition.
- ✓ Turn off light and close and lock waste room door.