Use of Sharps

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# Purpose

<<<< This SOP is left in DOCX format so that you may edit it for your own laboratory>>>

The purpose of this SOP is to lay out the responsibilities, equipment and procedures required for using sharps.

# Scope

This SOP applies to all persons prescribing and requiring to use sharps.

# Responsibilities

## Supervisors

Supervisors are responsible for:

* **Reviewing this SOP on a regular basis. Review is to consider and mitigate the risks of spill, loss of containment and exposure or other harm. Refer to Performing Risk Assessments SOP.**
* Ensure approved sharps containers are provided.
* Ensuring that all workers under their supervision are trained on and are proficient in performing the steps of this SOP.

## Workers

Workers are responsible for:

* Following this SOP as approved by their supervisor
* Reporting any sharps-related incidents to their supervisor

# Equipment Needed

* Sharps disposal container

# Use of Microtome Blades

* Always place the blade-guard over the blade.
* Always lock the wheel when not sectioning.
* Always back up the chuck when changing blocks. NEVER place your finger on or around the block when the wheel is unlocked.
* Always dispose of a blade in the blade disposal section of the blade dispenser or appropriate sharps container immediately upon removal from the microtome.

# Use of Scalpels

* Use disposable scalpels whenever possible.
* Use forceps to attach and remove a scalpel blade from a scalpel handle
* Always cut away from your holding hands.
* Always dispose of a scalpel in an appropriate sharps container immediately upon removal from the scalpel handle.
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# Use of Needles

* Use safety engineered needles whenever possible.
* Never bend or alter needles.
* As much as possible, avoid recapping needles.
  + If recapping, use a safe, one-handed method of recapping SOP or a recapping device.
* Always discard needles immediately after use in an approved sharps container.
* Never use needles as darts or thumbtacks. 😐
* <<NEW>> Dispose of unused, wrapped, capped needles as-is into sharps containers if required.
* <<NEW>> Needles should NOT contain liquids. Eject liquids into appropriate waste container and dispose accordingly.
* <<NEW>> Needles used with cytotoxic drugs are to be discarded into sharps containers labelled with CYTOTOXIC WASTE label
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* <https://www.cdc.gov/niosh/docs/2010-167/pdfs/2010-167.pdf>

# Training

1. Each lab member is to read, agree and sign off on this SOP.
2. Upon revision or re-write, this SOP is to be re-circulated and re-signed by all lab members.