BSSF / Health Science Guidelines for Medical Waste Disposal

**BAGGED WASTE**

1. All Regulated Medical Waste (RMW) contained in bags must be submitted to the B.S.S.F / EHS / Health Science for sterilization in **approved red** Biohazard bags, **double bagged** and placed in approved **Sterilization trays**, which each lab must provide their own.
   - **Approved Regulated Medical Waste bags must be:**
     - Red in color
     - Bear the Biohazard label, at least 2".
     - Bear the words "Potentially Infectious Material" or "Biohazardous"
     - Bear the words "Autoclave Bag"
     - Made of Polypropylene
     - Mil thickness of at least 2.0 mil
     - Examples:
       - Fisherbrand No. 01-828D
   - **No glass** may be placed in red Biohazard bags.

2. Unless specifically used to cleanup a biohazard spill, **no paper towels** should be placed in red Biohazard bags. Towels used to routinely clean a work surface before and after use, should be placed in "uncontaminated" waste receptacle.

3. All bags shall be filled no more than **3/4 full**.

4. All bags must be closed with closures, twist ties or rubber bands, **prior** to submission to B.S.S.F/HS to allow steam penetration during sterilization, i.e., **do not tape bags closed tightly**.

5. Biohazard bags will be accepted for sterilization as follows:
   - **B.S.S.F** (MGB 207): **Wednesday Only** - No later than 10am
   - **Health Science**: Discretion of the Autoclave operator
   - **EHS**: Handles pickup for Student Health / Dental Hygiene and misc. departments who contact EHS for Medical Waste disposal.

6. All regulated medical waste generated by your laboratory must be disposed of (i.e., brought to B.S.S.F/HS) within **7 days** of generation.

7. All Regulated Medical Waste bags **must include**, prior to drop off:
   - **Generator's/ PIs Name**
   - **Bldg & Room Number**

8. The generator of the Regulated Medical Waste **assumes all responsibility** for assuring the autoclave operator, B.S.S.F and personnel that absolutely no hazardous waste, i.e., chemicals or radioactive waste, is contained in the red Biohazard bags submitted for treatment.
9. It will be the responsibility of the individual labs to retrieve their trays once they have been sterilized.
   - Trays that are not marked will remain in BSSF autoclave room for future use.

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**GLASS AND PIPETTES**

1. **Broken Glass**:
   - **Contaminated** glass should be placed in a sharps container.
   - **Non-contaminated** glass can be placed in cardboard box (bag lined) marked "Broken Glass". Box is to be disposed with normal trash or put into Dumpster.

2. **Serological Pipettes** (disinfected during collection and dumped prior to transport):
   - These must be placed in an approved sterilization tray, *(no bags)* no more than ¾ full and covered with foil prior to transporting.
   - Please be sure to label your trays with the following:
     - PI’s name,
     - Room Number
   - Pipettes and will be accepted for treatment on any weekday **except** Wednesday (BSSF).
   - It will be the responsibility of the individual labs to retrieve their trays once they have been sterilized and to dispose of the waste.
   - Trays that are not marked will remain in BSSF/HS autoclave room for future use.
LIQUID WASTE

Labs that bring their liquid waste to BSSF - MGB 207:

- Please label all submitted liquid waste with the agents contained in the waste. Primary containers must be placed into an autoclavable sterilization tray prior to submitting the liquid for autoclaving.
- Liquid waste will be accepted for treatment on any weekday except Wednesday.
- It will be the responsibility of the individual labs to retrieve their trays once they have been sterilized and to dispose of the waste.

SHARPS WASTE

1. All sharps must be submitted in a closed, approved sharps container, seal with autoclave tape.
2. If Sharps container is broke or missing lid(s), place entire container into a larger container. Do not attempt to tape broken lids or entire top of container. Empty defective containers should be placed in trash (after removing all labels).
3. All sharps containers must have the following information clearly labeled on the container, prior to submission to B.S.S.F/Health Sciences:
   - Generators name
   - Room number and building.
4. Once sterilized, ODU must send sharps off campus to a contracted vendor for incineration.

Approved sharps containers

Are rigid, leak-proof, puncture resistant boxes of various sizes made of hard red plastic, with a lid that can be securely sealed to keep contents from falling out, and clearly marked with the biohazard symbol.

* Maximum size per container not to exceed 14 quarts
Approved sterilization tray:

- Fisher Scientific (Cat. #13-359-20B) - Thermo Scientific Nalgene Large Polypropylene Sterilizing Pans
- If there’s another tray that could be an option, have it approved through EH&S prior to ordering.

Transport of waste

- All bagged or liquid waste and serological pipettes must be placed in the approved sterilization trays, covered with foil for pipettes and placed on a cart for transport to MGB 207 / Health Science for sterilization.
- Never hand carry any Regulated Medical Waste outside of the labs.
- Pipettes and liquid waste will be accepted for treatment on any weekday except Wednesday (BSSF).