

MARYLAND DEPARTMENT OF JUVENILE SERVICES



POLICY & PROCEDURE

SUBJECT: Handling/Disposing of Contaminated Medical Waste
NUMBER: HC-01-06 (Healthcare)
APPLICABLE TO: Department of Juvenile Services (DJS) Employees
EFFECTIVE DATE: May 26, 2006

Approved: "/s/signature on original copy"
Kenneth C. Montague, Jr., Secretary

1. **POLICY.** Department of Juvenile Services shall utilize the procedures delineated in this Policy and Procedure to minimize the transmission of communicable diseases among Department of Juvenile Services (DJS) youth and personnel through the safe and proper handling, treatment and disposal of contaminated waste.
2. **AUTHORITY.**
 - a. Article 83 C §§ 2-111, 2-117 and 2-118, Annotated Code of Maryland.
 - b. Article § 5-308.1, Law and Employment Article, Annotated Code of Maryland.
 - c. Standards for Health Services in Juvenile Detention and Confinement Facilities, National Commission on Correction Health Care.
3. **DEFINITIONS.**
 - a. *Contaminated Waste* means syringes, needles, materials or surfaces soiled with infectious waste.
 - b. *Health Center* means the place where health services are provided on a regular basis and is the same as infirmary, health office or health suite.
 - c. *Infectious Waste* means human bodily fluids (i.e. blood, sputum, semen, urine or feces) which may contain disease-producing organisms.
 - d. *Professional health employee* means physicians, physicians' assistants, dentists, nurses, and nurse practitioners.
4. **PROCEDURES.**
 - a. **General Procedures.**
 - (1) The Facility Administrator and the professional health employees at each facility are responsible for ensuring these procedures are carried out.
 - (2) All DJS employees are responsible for performing these procedures when appropriate.
 - b. **Basic Protections and Personal Hygiene.**

- (1) Disposable gloves shall be worn when:
 - (i) Touching body fluids;
 - (ii) Handling items soiled with body fluids;
 - (iii) Performing venipuncture;
 - (iv) Performing or assisting in dental services; and
 - (v) Performing or assisting in the treatment of open wounds.

- (2) Hands and other skin surfaces shall be washed immediately in soap and running water:
 - (i) After gloves are removed;
 - (ii) If contaminated with body fluids; or
 - (iii) After bathroom use.

- (3) Masks and protective goggles shall be worn during:
 - (i) Aerosolization or when splattering is likely to occur;
 - (ii) Dental or surgical procedures; or
 - (iii) Wound irrigation or suctioning procedures.

- (4) Gowns or aprons shall be worn when splattering of body fluids is likely to occur.

c. Handling of Contaminated Waste. (Follow guidelines under Section 4.b)

- (1) Sharp Instruments.
 - (i) Used needles, syringes or surgical knife blades shall be placed in an impervious waste container by the professional health employee.
 - (ii) Needles may not be recapped, bent or broken off at the hub.

- (2) Linens shall be bagged in a leak-proof container, labeled as “infectious” and sent to the laundry.

- (3) Reusable Medical Equipment:
 - (i) Nursing employees shall clean equipment of bodily fluids with an antimicrobial/germicidal solution.
 - (ii) Cleaned dental equipment shall be subjected to heat or cold sterilization, prior to its return to normal use.

- (4) Contaminated surfaces. Surfaces subjected to bodily fluid spills shall be cleansed with an antimicrobial/germicidal solution.

- (5) Contaminated trash. Professional health employees or designees shall bag all contaminated trash and label as “Infectious Waste”.

d. Collection of Bodily Fluid Specimens. (Follow guidelines under section 4.b)

- (i) Blood specimens shall be collected in laboratory vacutainers.
- (ii) Specimens of urine or feces shall be placed in well constructed containers with a secure lid.

e. Disposal of Contaminated Waste. (Follow guidelines under section 4.b)

- (1) Containers of contaminated sharps and bags of contaminated trash shall be retained in the health center until picked up by the hazardous/biomedical waste contractor.
- (2) The Facility Nurse shall notify the hazardous/biomedical waste contractor when service is needed if other than per the contractual agreement.

f. Training.

During entry-level training, employees will receive training on the handling and disposing of contaminated waste.

5. DIRECTIVES/POLICIES AFFECTED.

- a. Directives/Policies Rescinded - **01.12.18 (Handling/Disposing of Contaminated Waste).**
- b. Directives Referenced **None.**

6. LOCAL IMPLEMENTING PROCEDURES REQUIRED. Yes.

7. FAILURE TO COMPLY.

Failure to comply with a Secretary's Policy and Procedure shall be grounds for disciplinary action up to and including termination of employment.

Appendices – None.



**MARYLAND DEPARTMENT OF JUVENILE SERVICES
EMPLOYEE STATEMENT OF RECEIPT
POLICY AND PROCEDURE**

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I have received one copy (electronic or paper) of the Policy and/or Procedure as titled above. I acknowledge that I have read and understand the document, and agree to comply with it.

SIGNATURE

PRINTED NAME

DATE

(THE ORIGINAL COPY MUST BE RETURNED TO YOUR IMMEDIATE SUPERVISOR FOR FILING WITH PERSONNEL, AS APPROPRIATE.)