

Medical Waste Checklist

Date: _____

Building: _____ Room: _____

Auditor: _____

Accumulation Site Manager: _____

Escort/Contact: _____ Medical Waste Vendor: _____

1. Accumulation Sites

- Room is locked and accessible only to those who have a legitimate business need (e.g. medical waste generators, medical waste haulers, and accumulation site manager).
- Outdoors accumulation site is properly sheltered (i.e. roof) N/A
- Site is used only for medical waste accumulation (exception: accumulation sites within laboratories).
- Required postings on or adjacent to the exterior of the entry door include:
 - An international biohazard label
 - The site manager's contact information (current and legible)
 - The "caution" statement (in English and Spanish) provided by the CA Medical Waste Management Act (required verbiage can be found on the UC Davis Medical Waste Management Plan template or at the end of this form, or specially made signs can be obtained from Stericycle). The sign must be visible and legible from 25 feet.
- Storage containers for solid medical waste in the accumulation site are totes provided by the medical waste vendor. The totes are labeled with the international biohazard symbol and the word "Biohazard" on the lid and on the sides, so that the label is visible from any lateral view.
- A biological spill cleanup kit is available in the accumulation site that contains the appropriate PPE and unexpired components. Spill cleanup instructions are available.
- The area is neat and tidy.
- All waste in the medical waste tote is contained in red medical waste bags or medical waste sharps containers (as appropriate); no uncontained waste is allowed in the totes.
- There is no evidence of liquids in the bags or totes.
- Red bags do not contain chemotherapy waste.
- Pathology waste (animal carcasses and gross tissues) is not mixed with regular laboratory-generated medical waste. Pathology waste containers include the words "Pathology Waste" or "PATH" on all sides and the lid.
- There is no evidence of insect or rodent infestation in the room or in the totes.

- Outermost bag in Stericycle offsite transport container must be labeled as passing both ASTM 1709 and ASTM 1922 standards.

2. Record Keeping

- Medical waste treatment/destruction records are retained for two years for each accumulation site.

3. Laboratory Medical Waste Storage and Transport to Accumulation Site

- Solid medical waste is placed in red medical waste bags held in leak-proof secondary containers with rigid walls and securable lids (e.g., use a five-gallon paint bucket for small to medium size medical waste bags, or a 32-gallon trash can for large medical waste bags. Lids must fit tightly and not be easily dislodged if the container is dropped).
- The secondary waste receptacle is always covered with a tightly fitting lid except when opened to receive medical waste, so that contents will not spill if the container is tipped or knocked over.
- When the red medical solid waste bag is full, or no later than seven days after initial use, it is sealed with a knot or zip tie and can be transported to the building medical waste accumulation site in the same secondary container used in the laboratory, or transferred to another secondary container with a tightly fitted lid for transport. All secondary containers must be clean and in good repair.
 - Secondary containers for laboratory medical waste storage or transport are labeled with the international biohazard symbol and the word "Biohazard" on the lid and on the sides, so that the label is visible from any lateral view. Three equally spaced labels are usually adequate for a round container and four for a rectangular container.
- Items should not be placed on top of secondary containers.
- Sharps are placed in hard-walled rigid sharps containers labeled with the international biohazard symbol and the word "Biohazard." The lid should be tightly fitting and should have no cracks/breaks.
- Sharps containers must only contain biohazardous sharps, no mixed waste.
- Sharps containers are used until the fill line is reached, and then are sealed and transported to a medical waste accumulation or picked up from the generation site by EH&S. Uncontained sharps or unsealed sharps containers are never placed directly into medical waste bags, but sealed sharps containers can be placed in red bags and deposited in the waste totes at the accumulation site.

4. Comments

**CAUTION—BIOHAZARDOUS WASTE STORAGE
AREA—UNAUTHORIZED PERSONS KEEP OUT**

**CUIDADO—ZONA DE RESIDUOS—BIOLOGICOS
PELIGROSOS—PROHIBIDA LA ENTRADA A
PERSONAS NO AUTORIZADAS**



Biohazard