3.13. Use and Disposal of Sharps

3.13.1. To prevent needlestick injuries:
- Avoid using needles whenever possible.
- Do not bend, break, or otherwise manipulate needles by hand.
- Do not recap needles by hand. Do not remove needles from syringes by hand.
- Immediately after use, discard needle and syringe (whether contaminated or not) into puncture resistant sharps containers.
- Never discard sharps into regular trash.
- Never discard sharps into bags of biological waste.
- Use care and caution when cleaning up after procedures that require the use of syringes and needles.
- Use extra care when two persons are working together.
  Locate sharps container between the workers when possible.
- Do not overfill sharps containers.
- Locate sharps containers in areas in which needles are commonly used.
- Make containers easily accessible.
- Occasionally needles must be filled, recapped, and set aside for use later. In these cases, recapping may be performed by the one-handed scoop technique, or by placing the needle in a sterile conical tube.

3.13.2. In the event of a needlestick injury
- Follow procedures identified in section 3.2 of this document. Notify supervisor and go immediately to your Designated Medical Service Provider for your respective campus.

3.13.3. To dispose of sharps other than needles
- Do not handle broken glassware directly. Instead, remove it to a sharps container or other puncture-resistant container using a brush and dustpan, tongs or forceps.
- Discard razor blades and scalpel blades into sharps containers.