

## SOP - Sharps

This SOP may not cover all possible hazards and risks associated and should be referred to as a control measure in the risk assessment process. Site and task may change required PPE.

### PERSONAL PROTECTIVE EQUIPMENT

You must wear this personal protective equipment when doing this task



### POTENTIAL HAZARDS ASSOCIATED WITH RISKS

Infectious disease	
--------------------	--

#### Pre-Operational Safety Checks:

- ✓ Complete site-specific risk assessment
- ✓ Workers trained & Competent
- ✓ It is safe to proceed

#### Tools & equipment required

- ✓ Sharps kit

#### Operating Procedures / Methodology:

##### Planning & Preparation

- ✓ Conduct a task specific Risk Assessment
- ✓ I have all the tools and materials required
- ✓ I understand the instructions on the task

##### Doing

- ✓ All nominated control measures are used
- ✓ Follow SWMS, SOP and Risk Assessment
- ✓ Pick up with a suitable implement tongs or pliers
- ✓ Sharps must only be disposed of in an approved sharps container
- ✓ Stick injuries **MUST BE REPORTED IMMEDIATELY**
- ✓ Appropriate medical precautions **MUST** be taken

#### What to do if a stick injury occurs

- ✓ Stay calm
- ✓ Notify your supervisor
- ✓ Encourage the wound to bleed (gently squeeze)
- ✓ As soon as possible wash the area with running water and soap
- ✓ Apply antiseptic and dressing
- ✓ Go taken to hospital and arrange for blood tests immediately

#### Safe work procedure approved by:

Refer to Company Implementation Folder for signed documents

#### Ending Operations / Housekeeping:

- ✓ Return all tools and equipment
- ✓ Arrange to have the filled sharps container collected.
- ✓ Report to your Supervisor

#### Monitor & Review Process

- ✓ If unsafe STOP, review get approval
- ✓ Supervisor to check all activities
- ✓ Report to your Supervisor if unsure

#### DO NOT!

- ✗ pick up syringes and needles with your hands
- ✗ use an implement such as a stick
- ✗ attempt to cover bare needles.
- ✗ handle more than one needle/syringe at a time
- ✗ **Alter this SOP without Management approval**

Worker sign-off

Refer to Worker's induction file for signed documents