






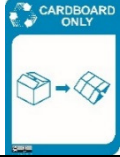




**CLINICAL AND RELATED WASTE**  
 \*If in doubt, waste must be treated as having the highest potential contamination and disposed of as clinical waste

<p><b>Clinical / Bio-hazardous Waste</b></p> 	<p><b>Yellow Bin located in all clinical areas</b></p> <ul style="list-style-type: none"> <li>Waste contaminated with potentially infectious body fluids (patients in transmission based precautions or waste with visible blood stains)</li> </ul> <p><b>This does not include urine or faecal contaminated waste</b> such as continence pads - these are classified as general waste <b>unless contaminated with infectious body fluids e.g. blood/diarrhoea.</b></p>
<p><b>Sharps</b>                  Note: The person who has used a sharp instrument is responsible for its immediate safe disposal.</p> 	<p><b>Yellow Container</b></p> <ul style="list-style-type: none"> <li>Objects with sharp points/protuberances/cutting edges</li> <li>Needles/Scalpels</li> <li>Guide Wires</li> </ul>
<p><b>Cytotoxic Waste</b></p> 	<p><b>Purple Container</b></p> <p>Material that is or may be contaminated with a cytotoxic drug preparation, transport or administration of cytotoxic therapy</p>
<p><b>Anatomical Waste and Animal Waste</b></p> 	<p><b>Yellow Bin with Orange Lid</b></p> <ul style="list-style-type: none"> <li>Anatomical waste such as pathological specimens, biopsy specimens and tissue, body parts</li> <li>Waste from whole or part of animal</li> </ul>

**RECYCLABLES** 

<p><b>Batteries</b></p> 	<p>Dispose of Alkaline batteries (AAA, AA, C, D and 9V batteries) in the designated battery collection boxes at any <i>Courier Collection Point</i>.                  Send all other battery types (e.g. rechargeable, lead/acid, NiCad) to the <i>Biomedical Engineering Department</i>.</p>
<p><b>Cardboard and Paper Recycling</b></p>   	<p>Paper recycling in South West Document Destruction Bin or labelled with blue paper collection labels in <i>Copy Rooms</i></p> <ul style="list-style-type: none"> <li>Non Confidential Paper, manila folders and envelopes</li> <li>Newspaper/Magazines/Phone books</li> <li><b>NO tissues/waxed paper/bindings/disposable coffee cups.</b></li> </ul> <p>Cardboard collection areas are available in each Ward / Department (see <i>NUM / Dept. managers for location</i>)</p> <ul style="list-style-type: none"> <li>Boxes and other cardboard packaging material</li> <li><b>Cardboard boxes must be flattened</b></li> </ul>
<p><b>Comingled Recycling</b></p> 	<p><b>Grey Bin with Black Label</b> in <i>Lunch Rooms</i> and see <i>NUM / Dept. managers for other locations</i></p> <ul style="list-style-type: none"> <li>Plastic containers and bottles</li> <li>Glass bottles and jars</li> <li>Aluminium cans.</li> <li>Paper collection products are acceptable in this stream if no separate paper collection is available</li> <li>Paper kidney dishes (not contaminated with blood)</li> </ul>
<p><b>Confidential Paper</b></p> 	<p><b>Secure Red Bin with Red Lid</b> in <i>Copy Rooms or Administrative Areas</i></p> <ul style="list-style-type: none"> <li>Patient Records and Drug Labels</li> <li>Sensitive Archive Files</li> <li>Confidential Records</li> <li>Administrative documents regulated via privacy legislation</li> </ul>

## RECYCLABLES (continued)



<b>E-Waste</b>	Three key streams are included in E-waste <ul style="list-style-type: none"> <li>• Electronic waste (computers and monitors) - contact <i>SWARH</i> for decommissioning and removal</li> <li>• Mobile phones and charges – return to <i>Supply</i></li> <li>• For other electrical items (television/DVD players/video recorders/microwaves) – log a <i>BEIMS request</i> for Buildings and Infrastructure to remove</li> </ul>
<b>Fluorescent Light Globes</b>	Collection boxes located in Buildings and Infrastructure Department
<b>Green Waste and Organics</b>	Green Waste Skip <ul style="list-style-type: none"> <li>• Green Waste is currently only available for Maintenance staff.</li> </ul>
<b>Printer Cartridges</b>	Planet Ark Cardboard Bins located at <i>Supply and Level 1 Community Health Copy Room</i> . Alternatively, staff can leave them sealed in clear plastic bags near the general waste bins in <i>Copy rooms</i> for removal <ul style="list-style-type: none"> <li>• Empty cartridges, waste toner bottles and packaging</li> </ul>
<b>PVC Recycling</b>	<b>White Bin with Green Lid</b> (in wards – see NUM for location) <ul style="list-style-type: none"> <li>• Oxygen masks and tubing (metal nose clip/strap removed)</li> <li>• IV fluid bags (spike set removed)</li> <li>• Suction tubing</li> </ul>
<b>Soft Plastics - general</b>	<b>Blue Skip</b> near Paper and Cardboard Skips (collection is currently available only to the Services Division for direct disposal) <ul style="list-style-type: none"> <li>• Plastic bags and wrap</li> <li>• ‘Scrunch-able’ plastics</li> </ul>
<b>Soft Plastics - KIMGUARD</b>	<b>Clear Plastic Bag</b> in <i>Theatre</i> <ul style="list-style-type: none"> <li>• Uncontaminated wrap only</li> </ul>
<b>Stainless Steel Instruments</b>	<b>Yellow buckets with white lids</b> (in wards – see NUM for location)
<b>Unwanted Equipment / Furniture/ Unused sterile medical supplies</b>	Contact the Environmental Sustainability Project Officer to discuss feasibility of re-distributing to charities.
<b>GENERAL AND SANITARY WASTE</b> * Landfill is the last option for non-clinical waste. Please check first whether items can be recycled.	
<b>Sanitary</b>	Bins provided in <i>toilet cubicles</i> <ul style="list-style-type: none"> <li>• Tampons and pads</li> </ul>
<b>General Waste</b>	<b>Dark Green Bin with Red Label (or Red bin for Food Services)</b> <ul style="list-style-type: none"> <li>• Paper towels and tissues</li> <li>• Flowers</li> <li>• Polystyrene</li> <li>• Incontinence pads and nappies</li> <li>• Dressing wrappers and gloves (non-contaminated)</li> <li>• Food scraps and coffee cups (disposable)</li> </ul>
Labels for all bins can be sized up and printed on A4 Avery Labels: OfficeMax Punch-out link in IPROC using code 1453424	