

Design Document

Proper Handling and Disposal of Sharps

<i>Business Purpose</i>	The purpose of this training on the proper handling and disposal of sharps for XYZ Medical Technology Company is to ensure that employees have the knowledge and skills necessary to safely handle and dispose of sharps in compliance with industry standards and regulations. By providing this training, XYZ Medical Technology Company aim to minimize the risk of injuries and infections to employees and prevent the spread of bloodborne pathogens in the workplace. This training is especially important for employees who work in clinical and laboratory settings where sharps are frequently used. Through this training, employees will learn about the different types of sharps, how to handle them safely, and how to dispose of them in accordance with local regulations. They will also learn about the risks associated with sharps injuries and the importance of reporting any incidents immediately. By providing this training, XYZ Medical Technology Company is not only fulfilling legal obligations but also demonstrating a commitment to the health and safety of their employees. Ultimately, this will help to maintain a productive and healthy workforce, reduce healthcare costs, and improve the overall quality of care for their patients.
<i>Target Audience</i>	Employees of XYZ Medical Technology who handle or may come into contact with sharps
<i>Training Time</i>	Approximately 50-60 minutes
<i>Training Recommendation</i>	The recommended delivery method for this training is one VILT (Virtual Instructor-Led Training) to deliver training on the proper handling and disposal of sharps for XYZ Medical Technology Company. • Flexibility: Employees can participate in the training from anywhere with an internet connection. This is especially important for employees who work remotely or who are unable to attend in-person training due to scheduling conflicts. • Interactive: VILT allows for real-time interaction between the instructor and participants, enabling employees to ask questions and receive immediate feedback. This promotes engagement and increases the effectiveness of the training. • Customizable: VILT can be customized to meet the specific needs and changing regulation associated with the handling and disposal of sharps.

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	• The training can be tailored to address the unique risks associated with XYZ Medical Technology's workplace and industry, and can be delivered in a format that aligns with the company's culture and values. • Efficient: VILT allows for the delivery of consistent and standardized training to a large number of employees in a relatively short amount of time. This can help to ensure that all employees receive the necessary training and are equipped with the knowledge and skills needed to handle and dispose of sharps safely.
<i>Deliverables</i>	1 Presentation slide deck 1 Facilitators guide 1 Workbook 1 Poster/job aid
<i>Learning Objectives</i>	• Define what sharps are and why they are hazardous • Describe the safe handling and disposal procedures for sharps • Identify best practices for reducing sharps waste
<i>Training Outline</i>	I. Introduction • Introduce the topic of proper disposal of sharps and explain why it's important. • Review the learning objectives for the session. • Explain the format of the session and encourage participation. II. Section I - What are Sharps? 1.1. Define what sharps are and provide examples. 1.2 Explain why sharps are hazardous to human health. 1.3 Explain why sharps are hazardous to the environment. III. Section II - Safe Handling of Sharps: 2.1 The safe handling procedures for sharps 2.2 What do in the case of a sharps stick 2.3 Using puncture resistant containers 2.4 Appropriate Disposal of Household Sharps IV. Section III - Best Practices 3.1 Reducing Sharps Waste 3.2 Break-Out Rooms - Scenario based Practice 3.3 Review & Conclusion

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Evaluation Plan

The final evaluation will consist of small groups analyzing and answering at least one real-world scenario based question. Answers will be shared with the whole group, where feedback can be provided by the instructor or other participants.

- Answers will be assessed by the course instructor/facilitator
 - Additional scenarios may be provided if the instructor feels further analysis or practice is needed.
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