



BrightLife Enhancement Services

Holistic approach to healthcare

Safe Handling, Storage and Disposal of Hazardous Materials

Practice

Brightlife Enhancement Services Emergency Response Plan for personnel, clients and visitors shall include procedures for safely handling, storing and disposing of hazardous materials.

PROCEDURES:

Handling Hazardous Materials

1. A Biohazard kit along with the first aid kit shall be located in the Administrative Office.
2. If there is a spill, personnel shall not touch anything unless they are certain what the material is and that it is safe. If the personnel member knows the material is safe, they shall promptly clean up the spill to prevent injury by slipping. If the content is blood, personnel shall know that this is considered hazardous waste.
3. If personnel do not know the contents of the spill or if the spill is blood, personnel shall isolate area of spill with chairs and notify the Health and Safety Chairperson who will assess the situation.
4. The Health and Safety Chairperson shall call 911, if necessary, and then notify the Program Director.
5. If the Health and Safety Chairperson and Program Director assess the situation and deems it is not necessary to call 911 and deems it is safe to do so, the Health and Safety Chairperson shall:
 - a. obtain a biohazard kit (gown, hazmat bag, face mask and gloves)
 - b. don gown, face mask and gloves
 - c. clean up spill using solution of one-part bleach to ten parts water; place all soiled materials except the gloves being worn in the hazmat bag
 - d. carry the bag to the Program Director's Office, adding worn gloves to the bag
 - e. wash hands thoroughly



Storing Hazardous Materials

1. Store containers on high shelves or in locked cabinets away from children.
2. Protect the label so it does not come off and get lost.
3. Store hazardous household products in the original container.
4. Close containers tightly.
5. Keep containers dry to prevent corrosion.
6. Store similar products together to reduce any danger from reactions if containers should leak or contents should spill.
7. Store hazardous household products in a well-ventilated area.

Disposing Hazardous Waste

The Program Director shall arrange for pick up of the Hazmat bag by calling the local landfill or solid waste management contractor for special information on disposing of hazardous waste.

Documenting the Handling of Hazardous Waste

Brightlife Enhancement Services personnel shall complete a Critical Incident Report and submit it to their supervisor within 24 hours of handling any hazardous waste.

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