Medical Waste Management and Disposal Plan

[Practice Name]  [Address]  [Telephone Number]

This document describes the medical waste management and disposal procedures of this dental practice, a small quantity generator (generates less than 200 pounds of regulated medical waste per month). This document contains information required by the California Medical Waste Management Act, Health and Safety Code Sections 117600-118360. The MWMA is enforced by the California Department of Public Health (CDPH) and by designated local enforcement agencies. (The local enforcement agency may provide forms which require the same information as contained in this plan.)

(Go to the state Department of Public Health Web site for application form and list of local enforcement agencies, [http://www.cdph.ca.gov/certlic/medicalwaste/Pages/Generators.aspx](http://www.cdph.ca.gov/certlic/medicalwaste/Pages/Generators.aspx). Please refer to the “Waste Management Guide” and “Frequently Asked Questions” sections of the CDA Regulatory Compliance Manual for additional information on the management of regulated medical waste. This information is available on cda.org.)

This dental practice is registered as a small-quantity medical waste generator with: (check appropriate box)

☑ CDPH

☐ Local enforcement agency: ____________________________________________

This plan is reviewed at least annually and updated as needed. The enforcement agency will be notified within 30 days of when this dental practice moves to another location or closes. The individual in this dental practice who is responsible for medical waste management is:

__________________________________________
(Print name and title)

I hereby certify that the information provided is this medical waste management plan is complete and correct.

__________________________________________
(Signature of person named above and date)

Plan reviewed:

_________________________  ________________________
_________________________  ________________________
_________________________  ________________________
I. Definitions

Medical waste means any biohazardous, pathology, pharmaceutical, sharps, or trace chemotherapy waste not regulated by the federal Resource Conservation and Recovery Act of 1976. See Section 117690 of the MWMA for a detailed definition of medical waste.

A. Biohazardous waste in a dental practice includes:

- Waste material derived from the treatment of a human that is suspected of being infected with a highly communicable disease.
- Laboratory waste such as human specimen culture that are infected with pathogens that are infectious to humans.
- Waste that, at the point of transport from the dental practice or at the point of disposal contains recognizable fluid human blood, fluid human blood products, containers, or equipment containing human blood that is fluid.
- Waste containing discarded materials contaminated with excretion, exudate, or secretions from humans or animals that are required to be isolated by infection control staff, the attending dentist or the local health officer to protect others from highly communicable diseases.

B. Pathology waste in a dental practice means human body parts, with the exception of teeth, removed at surgery and surgery specimens or tissues removed at surgery or autopsy that are suspected by the dentist of being contaminated with infectious agents known to be contagious to humans or having been fixed in formaldehyde or another fixative.

C. Pharmaceutical waste in a dental practice does not include controlled substances. Disposal of controlled substances must be managed through a “reverse distributor” registered with the DEA.

D. Sharps waste means a device that has acute rigid corners, edges, or protuberances capable of cutting or piercing, including, but not limited to, hypodermic needles, hypodermic needles with syringes, blades, needles with attached tubing, acupuncture needles, root canal files, and broken glass items used in health care such as Pasteur pipettes and blood vials contaminated with biohazardous waste.

Medical waste does not include (1) disposal items, such as gauze or cotton, soiled with nonfluid blood or saliva, (2) teeth not meeting the definition of biohazardous waste, or (3) urine, feces, saliva, sputum, nasal secretions, sweat, tears, or vomitus, unless it contains visible or recognizable fluid blood. These items are not considered “regulated medical waste” as defined above and may be disposed as regular solid waste. Such items should be disposed in regular solid waste containers. (MMWA §§ 117690, 117700)

Note: With respect to extracted teeth, neither Cal/OSHA or the MWMA prohibit dentists from giving patients back their own extracted teeth. Teeth containing amalgam or other heavy metal should managed either as universal waste or hazardous waste and never be discarded as regulated medical waste or solid waste.
II. Management of Regulated Medical Waste

This dental practice does not have recognizable human anatomical remains other than teeth. This dental practice does not mix hazardous or radiological material with medical waste. This dental practice does not generate chemotherapeutic wastes. Medical waste is not stored for longer than indicated below unless written approval has been obtained from the enforcement agency.

*Check appropriate boxes and fill in the blanks.*

A. **Biohazardous and pathology waste**

This dental practice □ does □ does not generate biohazardous waste.

This dental practice □ does □ does not generate pathology waste.

The estimated average quantity of this waste generated monthly is __________________________.

Biohazardous and pathology waste are placed in “biohazardous bags” that are impervious to moisture and impact resistant. Biohazardous waste is placed in red biohazardous bags and pathology waste is placed in white biohazardous bags. These bags are placed in containers located:

___________________________________________________________________________________________

The containers that hold the biohazardous bags are:

- Leak-resistant
- Rigid
- Disposable, reusable, or recyclable (with approval of enforcement agency)
- Are any color
- Kept clean and in good repair
- Labeled "Biohazardous Waste" or “Biohazard” on lid and sides; no specific color required for the container itself. The container that holds pathology waste shall be labeled “Pathology Waste,” “PATH,” or other label approved by the department on the lids and sides.
- Closeable with tight-fitting lid
- Picked up by a CDPH registered waste hauler or shipped out of the office using a U.S. Postal Service-approved mail back system every (check the appropriate box):
  - □ 7 days (>20 lbs. biohazardous waste generated/month)
  - □ 30 days (<20 lbs. biohazardous waste generated/month, stored above 0°)
  - □ 90 days (<20 lbs. biohazardous waste generated/month, stored below 0°)

Before disposal, stored biohazardous bags are tied to prevent leakage or expulsion of contents during storage, handling, or transport.

B. **Pharmaceutical waste** (does not include controlled substances)

This dental practice □ does □ does not generate pharmaceutical waste.

The estimated average quantity of this waste generated monthly is __________________________.

Pharmaceutical waste is placed in containers located: ___________________________________________
The containers are:

- Leak-resistant.
- Closeable with tight-fitting lids,
- Labeled with the words "HIGH HEAT OR INCINERATION ONLY," or with another label approved by the enforcement agency, on the lid and sides, so as to be visible from any lateral direction
- Picked up by a CDPH registered waste hauler or shipped out of the office using a U.S. Postal Service-approved mail back system (check appropriate box):
  - no later than 7 days when the container of combined pharmaceutical and sharps waste is ready for disposal
  - within 30 days if pharmaceutical waste is placed with biohazardous waste in a common container
  - no later than 90 days when the container of only pharmaceutical waste is ready for disposal (the container is emptied at least once per year unless prior written approval is given by the local enforcement agency)

Disposal of expired controlled substances is through the use of a DEA-registered reverse distributor. *(Local DEA offices can provide the names of reverse distributors.)*

C. Sharps waste

This dental practice ☐ does ☐ does not generate sharps waste.

The estimated average quantity of this waste generated monthly is __________________________.

Sharps waste is placed in containers easily accessible and located in the immediate areas where sharps are used:

________________________________________________________________________________

Sharp containers used in this dental practice are:

- Cleared by FDA as sharps containers.
- Not overfilled and maintained upright.
- When ready for disposal, taped closed or lid tightly closed.
- Labeled with the words “Biohazard” and the international biohazard symbol, or “Sharps Waste.”
- Picked up by a CDPH registered waste hauler or shipped out of the office using a U.S. Postal Service-approved mail back system *(check appropriate box)*:
  - within 30 days of filling (3/4 full or at fill line of container).
  - every 30 days if sharps container is placed with biohazardous waste in a common container

Handling of Sharps Waste: Handle all sharps in a manner to prevent accidental punctures and personal contamination. Needles should never be bent or cut during disposal. Never put hands into a container for contaminated sharps.
D. Consolidating Waste in a Common Container

This dental practice □ does □ does not consolidate sharps waste and pharmaceutical waste into a common container.

If a common container is used, it is labeled with the biohazardous waste symbol and the words "HIGH HEAT OR INCINERATION ONLY," or with another label approved by the enforcement agency, on the lid and sides, so as to be visible from any lateral direction.

E. Decontamination of Reusable Containers

This dental practice □ does □ does not use reusable rigid containers for medical waste.

These containers are thoroughly washed and decontaminated as required by the MWMA using a method approved by the enforcement agency each time they are emptied, unless the surfaces of the containers have been completely protected from contamination by disposable liners, bags, or other devices removed with the waste. These containers are maintained in a clean and sanitary manner. Methods of decontamination include, but are not limited to, agitation to remove visible soil combined with one of the following procedures:

(a) Exposure to hot water of at least 82 degrees Centigrade (180 degrees Fahrenheit) for a minimum of 15 seconds.

(b) Exposure to chemical sanitizer by rinsing with, or immersion in, one of the following for a minimum of three minutes:

   (1) Hypochlorite solution (500 ppm available chlorine).
   (2) Phenolic solution (500 ppm active agent).
   (3) Iodoform solution (100 ppm available iodine).
   (4) Quaternary ammonium solution (400 ppm active agent).

This dental practice does not use reusable pails, drums, dumpsters, or bins used for medical waste for the containment of solid waste, or for other purposes, except after being decontaminated as described above and removing all medical waste labels.

III. Disposal of Regulated Medical Waste

In this dental practice the disposal of regulated medical waste is by: (check appropriate boxes and complete information)

□ CDPH-registered medical waste transporter
   Company name ____________________________________________________________
   Company address _________________________________________________________
   Company telephone number ________________________________________________

Type of waste disposed: □ biohazardous/pathology □ pharmaceutical □ sharps
☐ U.S. Postal Service-approved mail back system

Company name: ____________________________

Company address: ____________________________

Company telephone number: ____________________________

Type of waste disposed:  □ biohazardous/pathology  □ pharmaceutical  □ sharps

☐ On-site treatment and disposal

Regulated medical waste may be rendered non-infectious using CDPH-approved treatment methods or using sterilization. The practice must register with the local enforcement agency unless the treatment methodology is designated as "permit-exempt."

Type of waste treated and disposed:  □ biohazardous/pathology  □ sharps

Please check applicable box(es):

☐ Isolyser Sharps Management System for sharps disposal is used (state permit exempt). After treatment by this method, sharps are (check appropriate box):

□ destroyed  □ stored in a manner that prevents public access until disposal

☐ Other CDPH-approved method is used (permit required; describe method; see MWMA §118215 et seq for requirements):

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Disinfection with a disinfectant, followed by encasement in dental stone is NOT a legal method of medical waste treatment in California.

Back-up Plan:  If the treatment system is not operating, the dental practice will utilize the medical waste transporter indicated above.

Closure Plan:  The dental practice, upon closure or sale of the practice, will ensure containers used for medical waste treatment are properly disposed or sanitized.

Emergency Action Plan:  This dental practice will develop this plan upon development of regulations by the state Department of Public Health.

☐ Self-hauling/Materials of Trade

Under the U.S. Department of Transportation materials of trade exemption regulation, the dental practice owner or designated staff may transport medical waste in their own vehicle to a permitted medical waste treatment facility, a transfer station, or other health care facility for the purpose of consolidation before treatment and disposal, without a permit or registration under the following conditions:
• Combination packaging must consist of one or more inner packagings, each of which may not contain more than 4 kg (8.8 lbs) or 4 L (1 gallon), and an outer packaging containing not more than 16 kg (35.2 lbs) or 16 L (4.2 gallons). The entire package must be secured in the vehicle as to prevent shifting during the motor vehicle’s operation.

• Hazard communication. The individual transporting the medical waste must be informed of its presence and of the requirements of this section.

• The individual transporting the medical waste shall provide a form to the receiving facility. The form shall contain:
  • The name of the person transporting the medical waste
  • The number of containers of medical waste transported
  • The date the medical waste was transported.

Type of waste disposed:  □ biohazardous/pathology  □ pharmaceutical  □ sharps

IV. Special Storage Consideration for Regulated Medical Waste

A. Common Storage Facility (check applicable box)

□ This office does not use a common storage facility for its medical waste.

□ A common storage facility is used by this office and other dental and medical offices in this building.

□ The permit for this common storage facility is held by (name, address and telephone number of dental or medical office, registered hazardous waste transporter, property owner, or property management firm):

______________________________________________________________

______________________________________________________________

______________________________________________________________

□ This office holds the permit for a common medical waste storage facility. A separate Medical Waste Management Plan has been prepared for the facility. The permit, plan and a list of the small quantity waste generators who use the storage facility are filed at this dental practice. (The list of small quantity generators includes their suite number, telephone number, and name of the contact person.)

B. Accumulation/Interim Storage Area (check applicable box)

□ This office does not use an accumulation/interim storage area for its medical waste.

□ This office uses an area to accumulate and store medical waste containers prior to pick-up or transportation for disposal. The area is (choose one) □ locked □ under supervision or surveillance or otherwise secured to deny access to unauthorized individuals. The area has warning signs in English, “CAUTION—BIOHAZARDOUS WASTE STORAGE AREA—UNAUTHORIZED PERSONS KEEP OUT,” and in Spanish, “CUIDADO—ZONA DE RESIDUOS—BIOLOGICOS.” An outdoor enclosure or designated accumulation area is protected from animals and natural elements and will not provide a breeding place or a food source for insects or rodents.
V. Spills of Medical Waste

If biohazardous waste is dropped or spilled onto the floor or counter in the practice, trained personnel wearing personnel protective equipment will place waste in biohazardous container and will disinfect the area of the spill.

VII. Temporary Event Registration

When the dental practice/practice owner is to participate in a temporary event that results in the generation of medical waste (e.g., health fairs, veteran stand downs), the dental practice/practice owner will either (1) obtain documentation from the event sponsor that the sponsor has notified the local enforcement agency of the event, or (2) notify the local enforcement agency of intended participation in the event at least 72 hours before the event.

VIII. Prohibited Actions

Use of compactors is prohibited except as allowed in the Medical Waste Management Act.

Transportation of other generators’ medical waste is prohibited except if this dental practice is registered as a waste transporter.

Use of trash chutes for medical waste is prohibited.

Removing waste from containers or biohazardous bags while in the facility is prohibited.

IX. Documentation

Shipping and tracking documentation and, if waste is treated on-site, a log of treatment and disposal are retained for a minimum of three years. Documents may be electronically archived. These documents are located:

_________________________________________________________________________________________________
Checklist for Medical Waste Disposal

Equipment

- Appropriate bags for biohazardous waste and containers to hold the bags.
- Appropriate container for pharmaceutical wastes.
- FDA-approved sharps container.
- If used, a CDPH-approved sharps treatment system.
- If used, a CDPH-approved mail-back system.

Employee Training Checklist

- Informed of the person responsible for medical waste management in the office.
- Instructed on labeling and use of containers for regulated medical waste.
- Instructed that the term “sharps waste” includes needles, syringes, blades, and anesthetic carpules contaminated with blood or other bodily fluids.
- Instructed that “pharmaceutical waste” does not include controlled substances.
- Instructed that “biohazardous waste” includes disposable absorbent material that drips blood or saliva.
- Instructed on how to clean up spills of biohazardous waste.
- Instructed not to place recognizable human tissues into solid waste containers.
- Instructed not to place extracted teeth with amalgam fillings, hazardous wastes, universal wastes, or recyclable metals into medical waste containers.
- Informed on how the practice disposes and/or treats medical waste. Provide additional training as needed.
# Medical Waste Treatment and Disposal Log

[Practice Name]

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Medical Waste Management and Disposal Plan

Individual Training Documentation

________________________________________________________ [Practice Name]

Name of Trainer: __________________________________________

Training Subject: Medical Waste Management and Disposal Plan

Training Materials Used: ______________________________________

Name of Employee: __________________________________________

Date of Hire/Assignment: _____________________________________

I, ________________________ [print employee name] hereby certify that I received training as described above.

I understand this training and agree to comply with the safety procedures for my work area.

__________________________________________________________
Employee Signature

__________________________________________________________
Date

Copy this blank page for each employee who will be trained. Make additional copies for future employees. Place a completed copy in employee personnel file or other appropriate employee file.