



## Title: WASTE DISPOSAL GUIDELINES

**Principle:** All Household, Infectious, and Chemical waste generated at University of Colorado Denver Pathology Department will be segregated at the point of generation, packaged, transported, stored and ultimately disposed of in a manner that will ensure minimum risk of exposure or contamination to patients, staff, public, and the environment.

**Procedure:** Waste is identified as (1) Household waste (2) Infectious/regulatory Waste (3) Chemical Waste (4) Batteries

- 1. Household waste, non-glass,** will be collected in clear plastic bags. **Household Glass** (non infectious) will be collected in disposable cardboard box labeled "broken glass". Household waste will be removed from the laboratory by Environmental Services daily.
- 2. Infectious waste** is those that are contaminated, with human blood or body fluids, or waste that are characterized by the known or suspected presence of pathogens. **Infectious waste non sharps solid** will be disposed of in large red bags and removed from the laboratory by Environmental Services daily. **Infectious waste sharps** (needles, syringes, razor blades, glass slides glass pipets) will be disposed of in sharps plastic bucket with secure lid. Secure sharps plastic buckets will be picked up and replaced with empty sharps plastic bucket by scheduling pick up by Environmental Services 8-4915 or you may also schedule through support services hotline 8-8351. You will need to call to request to have picked up. Liquid infectious waste if small volume and contained in sealed plastic container can be placed in red bag for disposal. If large volume of infectious liquid waste is to be disposed of disinfect with bleach (1 part bleach to 10 parts liquid waste) or (60ML of Bacdown to 1 gallon of waste) prior to disposing down the sink. Rinse down sink with ample tap water. No liquids should be directly poured into red bags.
- 3. Chemical waste liquids** will be disposed of in large plastic container with proper lid and airtight seal. The Container will be labelled with complete chemical composition and contents. Complete Anschutz Medical Campus Chemical Waste Disposal Form (see attached) and contact EHS.hazmat@ucdenver.edu for pick up and disposal. **Chemical waste solids** will be collected in glass or plastic container segregated from chemical waste liquids. Pick up and disposal is same fill out Anschutz Medical Campus Chemical Waste Disposal Form and send to Department of Health and Safety email EHS.hazmat@ucdenver.edu.  
Please note: You must perform weekly inspections of all waste containers to ensure it is properly sealed and it is not leaking. See attached form Hazardous Chemical Waste Container Weekly Inspection Log.
- 4. Batteries:** Alkaline batteries made after 1994 no longer contain mercury and can be disposed of in the regular trash. If nine-volt batteries are to be disposed of they must have the terminals taped as shown on attached sheet. All other battery types shown on attached sheet must be properly packaged and disposed of in accordance with environmental regulations. Contact engineering services at 8-8531 for pickup.

**Written by:** Heather Currens, SCT (ASCP), 8/13/2008

**Revised by:** Gail Zander, CT (ASCP), 8/18/2012

**Attachments:** UCD Anschutz Medical Campus Chemical Waste Disposal Form,  
~~Hazardous Chemical Waste Container Weekly Inspection Log, Battery disposal~~  
guidelines.

**References:** GEN.77800

**Approval of Procedure:**

Medical Director Signature: *m. Gail Zander, MD*

Date: *8/29/12*



## Instructions for UCD Anschutz Medical Campus Chemical Waste Disposal Form

### 1. General Chemical Waste Disposal Guidelines

- Chemical waste should be collected inside an empty chemical reagent container which is: chemically compatible, in good condition and has a securely fitting lid.
- Properly label the chemical waste container with a UCD Chemical Waste label as soon as the first drop of waste has been added to the waste container.
- Chemical waste labels are available from EHS for free by leaving a phone message or by requesting them under the "comments section" of the Chemical Waste Disposal Form.
- Do not fill liquid chemical waste containers completely full. Leave an air gap of at least 5-10 percent in the container to allow for expansion of the liquid at elevated temperatures.
- Chemical waste containers must be kept closed at all times except when adding or removing waste.
- Chemical waste containers will not be picked up if they are leaking, have improper lids, are completely full, or if the outside of the container is grossly contaminated. Transfer chemical waste to a suitable container whenever necessary.
- Segregate solid debris (pipette tips) from liquid waste containers whenever practical. All liquids must be free of solid debris in order to facilitate the bulking of waste solvents.
- Segregate sharps, hypodermics, razors, and needles and collect them in red plastic sharps bucket. Discard full sharps buckets by locking the lid and placing them into the plastic biohazard tub lined with a red bag.
- Segregate trace contaminated wastes from concentrated waste products whenever practical. Trace contaminated solid wastes which are extremely toxic or carcinogenic should be collected in a sealed plastic bucket or clear plastic bag. Label each waste container with a UCD Chemical Waste label.
- Laboratories are limited to storing a total of 1.0 quart of P-coded waste (sodium azide, potassium cyanide, nicotine, etc.).
- You must inspect all of your chemical waste containers once a week for leaks. Transfer the chemical waste from leaking containers immediately to another empty reagent container in good condition. You must document your weekly inspections on the EHS Hazardous Chemical Waste Container Weekly Inspection Log.

### 2. Completing the EHS Chemical Waste Disposal Form

- Fill out the Chemical Waste Disposal Form completely for routine chemical waste pickups from the laboratory. If your laboratory is leaving the campus and you have more than 25 chemical reagent containers to be picked up, you do not have to complete the disposal form. Call x40345 to set up an appointment to have the chemical reagent containers picked up.
- Chemical name.** Write out the complete chemical name. List all components found in the waste container along with their concentration in percentage by weight or volume. For containers missing labels or unknown / orphan wastes, read section (i) below. Call x40345 for assistance with unknowns. For pure materials, write "100 %" for the concentration. For chemical mixtures, write the percent concentration for each component present. For trace contaminated wastes, write "trace" for the concentration.
- # of cont.** Write the total number of containers associated with the chemical name in the previous column.
- cont. size.** Write in the size of the container NOT the amount of material in the container.
- net amt. in cont.** Write in the actual amount of material in the container as opposed to the actual container size.
- Physical state.** Indicate the physical state of the chemical waste: solid (S), liquid (L), or gas (G).
- Contaminants present** Indicate if the chemical waste container has any of the following: radioactive isotopes, infectious materials, or any other significant contaminants. If the chemical waste does not contain any contaminants write "none".
- Empty chemical reagent containers** must be collected in the laboratory and picked up by EHS for disposal. Write "empty containers" under chemical name, number of containers under percent concentration, and sizes of the containers under total volume. Provide a rough estimate of the number of containers present. A chemical reagent container is considered legally empty when the entire product has been removed by normal pouring or scraping; except for empty P-coded containers which must be triple rinsed (collect and dispose of rinsate as "hazardous waste").
- Unknown chemicals** cannot be disposed until they have been properly identified. Attempt to contact the researchers who may have generated the unknown in the past. EHS may charge \$25 for each chemical unknown plus additional laboratory tests if necessary.
- Waste pickup scheduling.** Mail the completed form at the Anschutz Medical Campus via intercampus mail to: Chemical Waste Pickup -- F484 or fax it to 4-0131, or email it to EHS.hazmat@ucdenver.edu. EHS personnel will pickup the chemical waste containers within 2 weeks after the form is received. If you have any time or access restrictions, please make a note to that effect in the comments section.



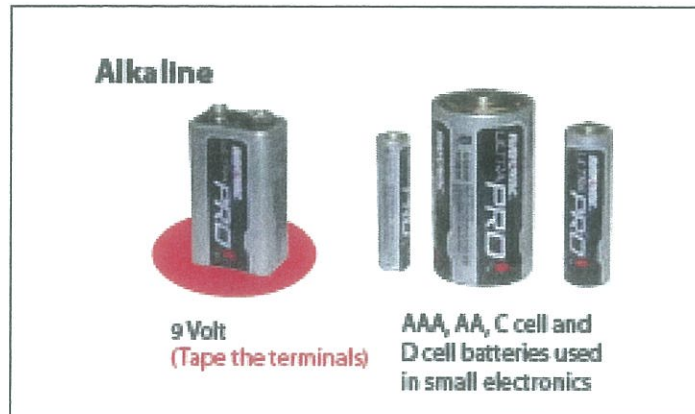


# University of Colorado Hospital

ANSCHUTZ MEDICAL CAMPUS

## BATTERY DISPOSAL GUIDELINES

Alkaline batteries made after 1994 no longer contain mercury and can be disposed of in the regular trash. ~~If nine-volt batteries are to be disposed of they must have the terminals taped as shown below.~~



All other battery types as shown below must be properly packaged and disposed of in accordance with environmental regulations. Contact Engineering Services at 88531 for pickup.

