PURPOSE: To provide for the safe transportation and storage of hazardous materials and waste to protect the patients, visitors, medical staff, team members, and the community environment.

POLICY:
A. All hazardous materials or waste will be properly packaged/contained and labeled prior to transportation.
B. All hazardous materials or waste will be transported in accordance with applicable policies and procedures, government regulations, and/or Safety Data Sheet guidelines.
C. At no time will hazardous materials or waste be transported through any portion of the Nutrition and Dining Services.
D. All hazardous substances will be stored in accordance with applicable policies and procedures, codes and regulations, and applicable Safety Data Sheet guidelines.
E. Should any hazardous material, waste, or suspiciously contaminated article be received in error by any department, the substance should be isolated and/or containerized (i.e., bags, carton, etc.). The Safety and Security Manager and Environmental Services should be notified for transportation and disposal.
F. Personal Protective Equipment (i.e., gloves, gown, and mask) must be used when handling any suspect or known hazardous material or waste when such is not containerized (i.e., linen, syringes, needles, sponges, dressings, IV bags, etc.)
G. The Safety and Security Manager (Hazardous Waste Manager) must be notified for instructions should physical contact be made with suspected cytotoxins, radiological contaminates, hazardous chemicals, vaporous gases, or biological hazards. If the Safety and Security Manager is not available, refer situation to the Regional Director of Facility Operations. The department manager should also be notified of the situation. A First Report of Injury needs to be filled out, and the team member needs to be evaluated in Occupational Health (Emergency Department during off hours).
H. The EPA permit is maintained in Plant Operations.
I. Waste manifests are filed in Plant Operations.
J. All incidents will be reported to the Environmental Safety Committee for review and follow up.

References: TJC: Management of the Environment of Care
Reviewed / Revised Date: Transportation and Storage of Hazardous Materials and Waste 1-EC-04-03: 3/99; Rev. 3/01, 9/04, 9/06, 1/08, 12/10, 2/13, 2/17, 4/17
Approvals: Environmental Safety Committee: December 2019
Policy and Procedure Committee: June 2, 2020