

Oklahoma State University Institutional Biosafety Committee		
Sharps Policy for work with Biohazardous Material	Policy #	GA122
	Effective Date	11/17/10
	Revision Date	6/27/2024
	Revision #	1
	IBC Approval Date:	6/27/2024

1. POLICY

Definition

The following items are considered sharps (this list is not inclusive):

- Needles
- Scalpel blades
- Lancets
- Glass
- Razor blades

Use

- Needles/syringe use is kept to an absolute minimum.
- Whenever practical, laboratory supervisors should adopt improved engineering and work practice controls that reduce the risk of sharps injuries.
- Needles must not be bent, sheared, broken, recapped, removed from disposable syringes, or otherwise manipulated by hand before disposal.
- Only needle-locking syringes or syringes with permanently affixed needles are used for injection/aspiration of infectious materials.
- Broken glassware and other sharps should be picked up using mechanical means (i.e. dustpan and brush, tongs, forceps, etc.).
- The lab maintains a needlestick injury log that contains the type of device involved, and where and how the incident happened. Injury log must be maintained for at least 5 years (OSHA standard 29 CFR 1904).
- All sharps injuries are reported to the PI and the BSO.

Disposal/Treatment

- Disposable sharps are placed in sharps containers that are labeled as a sharp container and display the biohazard symbol, are conveniently located, and are puncture resistant.
- Sharps containers remain closed when not in use.
- Sharps containers are decontaminated (e.g., autoclaved or by appropriate chemical treatment) prior to disposal, disposal is completed by commercial company or OSU Environmental Health and Safety (EHS) pick-up.
- Non-disposable sharps must be placed in a hard walled container for transport to a processing area for decontamination, preferably by autoclaving.
- If glass is NOT contaminated with biohazardous material, chemicals, radioactive materials, or other hazardous material, they may be disposed of in sturdy cardboard boxes, then placed outside of the lab with the regular trash for custodian pick up.

2. SCOPE

This policy applies to all research and teaching laboratories and facilities falling within the purview of Oklahoma State University IBC (Stillwater).

3. RESPONSIBILITY

Principal Investigators and Laboratory/Facility Managers/Directors have a responsibility to adhere to this policy and to continually confirm that all laboratory personnel comply with this policy.

4. APPLICABLE REGULATIONS, GUIDELINES, & OSU POLICIES

- Biosafety in Microbiological and Biomedical Laboratories (BMBL)
- The NIH Guidelines
- OSU Institutional Biosafety Policy
- OSU Biosafety Manual