

## IREDELL HEALTH SYSTEM

<b>Chemical Hazards and Waste Management Plan – Pharmacy Department</b>	
Approved by: Laura Rollings, PharmD, BCPS, BCGP Randi Raynor, PharmD, MBA, BCPS	Last Revised/Reviewed Date: 04/2021
Risk Management/Safety Committee P&T Committee	Date: 02/2020 Date: 04/2020

**Purpose:**

The chemical hazards/waste management plan reflects the sequence of handling hazardous chemicals from their entry point into the facility to their exit point from the facility to waste management facilities.

**Procedure:**

**1. Inventory**

- An inventory of chemical products present in the department is recorded on the Chemical Survey and Disposal Form in the hospital's online policy system (see attachment).
- Safety Data Sheets (SDS) are obtained for each chemical and submitted to the Nursing Administrative Assistant for online uploading. See *Obtaining Safety Data Sheet Information* policy.
- The Hazardous Drug Designated Person (HDDP) reviews the SDS to determine if the product contains a hazardous chemical or if the product constitutes a hazardous waste. The hospital's Safety Officer is consulted as needed. The determination is recorded on the Chemical Survey and Disposal Form.
- The method and date of disposal are recorded on the Chemical Survey and Disposal Form.

**2. Evaluation**

Each item on the inventory is evaluated annually by the HDDP according to the following criteria:

- Is the product still being used in the department? If not, the product should be safely disposed of.
- Is there a less hazardous alternative available to accomplish the tasks?
- Is the amount on hand realistically related to the amount needed?
- Are the labeling, packaging, and container appropriate?

**3. Acquisition of Hazardous Chemicals**

Each time a new chemical is acquired, the process detailed in section 1 is followed.

**4. Storage**

- Hazardous chemicals are separated from other chemicals and stored as their hazard requires (i.e. flammable liquids in a flammable storage cabinet). Procedures for storage of specific hazardous chemicals are maintained on the Chemical Survey and Disposal Form.
- Hazardous wastes are not to be stored without the approval of the hospital's Safety Officer.

**5. Use**

- Employees are trained in the use of hazardous chemicals in accordance with the Hazard Communication Program. See *Hazard Communication Program* and *Hazardous Drug Training* policy.
- Procedures for handling spills and exposures for hazardous chemicals are outlined in the SDS material and the *Handling Hazardous Drug Spills* policy.

**6. Disposal**

- The method of disposal of each product which is determined to represent a hazardous waste is maintained on the Chemical Survey and Disposal Form.
- When chemical waste is shipped off site, appropriate manifests and records are maintained online or on health system shared drive.

**7. Inspection**

- The Director of Facilities Services inspects the pharmacy department as needed.
- The inspection includes overall safety practices as well as hazardous materials practices. A report of the inspection is shared with the Director of Pharmacy and the Risk Management/Safety Committee.

**8. Review**

The Chemical Hazards and Waste Management Plan of the Pharmacy Department is reviewed by the Risk Management/Safety Committee every 3 years. See *Hazardous Waste Contingency Plan*.

**INITIAL EFFECTIVE DATE:** 07/2004

**DATES REVISIONS EFFECTIVE:** 09/2010, 05/2020

**DATES REVIEWED (no changes):** 04/2011, 04/2021

