

SD – Waste Management

Strong waste management processes are essential for ensuring worker and client safety during service delivery. Headway Gippsland is committed to protecting all workers, clients, and other individuals present from harm resulting from exposure to waste, infectious or hazardous substances generated during delivery of supports.

Headway Gippsland endeavours to avoid generation of the waste stream by maximising, reusing and recycling where possible. Where the generation of waste cannot be avoided, Headway Gippsland will dispose of waste in a manner that protects people and the environment.

Our waste management processes and use of waste minimisation principles are intended to:

- Minimise risks of contamination and the spread of infection
- Reduce damage to the environment
- Improve occupational health and safety for workers
- Comply with legislation

Maintain our reputation and strengthen community relationships

Definitions

Clinical waste: Clinical waste with the potential to cause injury, infection or offence. This includes:

- Unrecognisable human tissue (excluding hair, teeth, nails and anatomical waste)
- Bulk blood or other body fluids (or body substances)
- Material and equipment visibly stained by blood or body fluids (includes incontinence pads and disposable nappies that come from an infectious patient)

Clinical waste also includes “sharps”, being any clinical object capable of inflicting a penetrating injury, which may or may not be contaminated with bloody or body substances. This includes needles, ampoules and other sharp objects design to perform penetrating procedures.

General waste: Any waste that is not a kind of clinical waste, is not chemical waste, has not been in contact with infectious agents, hazardous chemicals or radioactive substances, and does not pose a sharps hazard.

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General waste disposal

Incontinence pads and disposable nappies can be treated as general waste, unless the material is judged to have come from an infectious patient, is visibly blood stained, or is disposed of in a manner likely to cause offence, such as in unusually large quantities, in which case it must be treated as clinical waste.

General waste should be contained in white or opaque bags which are labelled accordingly. General waste is to be placed in the general waste bin for disposal.

Incident reporting

Any incident involving infectious material, body substances or hazardous substances is to be reported on Headway Gippsland incident register.

Incidents involving hazardous materials or waste management are also to be reported promptly to your manager, once an incident report has been completed on Brevity an email will be sent to your manager. All reported incidents will be internally investigated and reviewed by Headway Gippsland to determine the cause of the incident, and to improve organisational procedures to reduce future risk.

Personal Protective Equipment (PPE)

Workers must use appropriate PPE when necessary. [Insert organisation name] will provide all workers who deal with waste and hazardous substances with necessary protective equipment and clothing.

Staff will be trained in the proper selection, fitting, storage and maintenance of PPE.