



<b>RISK RATING</b>  <b>1 HIGH</b>  <b>2 MEDIUM</b>  <b>3 LOW</b>	<b>SAFE WORK METHOD STATEMENT</b>  Title: : Safe Handling Of Sharps  Ref No: 1	I approve the use of this Safe Work Method Statement:  <b>NAME:</b> _____ <b>POSITION:</b> Department Manager  <b>SIGNATURE:</b> _____ <b>DATE:</b> ___/___/___
		Project: <b>HANDLING OF SHARPS</b>
<b>Critical Steps in this Activity:</b>	<b>Potential Hazards:</b>	<b>Safety Controls:</b>
<ul style="list-style-type: none"> <li>Physically locate the needle</li> <li><b>MEDIUM</b></li> </ul>	<ul style="list-style-type: none"> <li>Needle stick injury</li> <li>Infectious disease</li> </ul>	
<ul style="list-style-type: none"> <li>Take sharps container &amp; tongs to location</li> <li><b>MEDIUM</b></li> </ul>	<ul style="list-style-type: none"> <li>Needle stick injury</li> <li>Infectious disease</li> </ul>	<ul style="list-style-type: none"> <li><b>Immediate measures to be taken with needle stick injuries</b></li> </ul>
<ul style="list-style-type: none"> <li>Use tongs or pliers to pick up needle/syringe &amp; place into the sharps container, needle point down. Place any other injecting equipment into the container</li> <li><b>Under no circumstances shall bare hands be used to collect needles or syringes</b></li> <li><b>MEDIUM</b></li> </ul>	<ul style="list-style-type: none"> <li>Needle stick injury</li> <li>Infectious disease</li> </ul>	<ul style="list-style-type: none"> <li>Press cuts &amp; punctures of the skin to make them bleed</li> <li>Wash with soap &amp; water</li> <li>Plain soap with warm water should be used wherever possible</li> <li>If no water is available the use of antiseptic hand cleaner is alright</li> </ul>
<ul style="list-style-type: none"> <li>Wipe down tongs with bacterial wipes or disinfectant. Place used wipes into sharps container (Use tongs to push wipes into container)</li> <li><b>MEDIUM</b></li> </ul>	<ul style="list-style-type: none"> <li>Needle stick injury</li> <li>Infectious disease</li> </ul>	<ul style="list-style-type: none"> <li>If blood gets on the skin &amp; there is no cut or puncture, wash with soap &amp; water</li> <li>If eyes are contaminated rinse while open with tap water or saline</li> </ul>

<ul style="list-style-type: none"> <li>Remove medical gloves by turning inside out &amp; place into rubbish bin</li> <li><b>MEDIUM</b></li> </ul>	<ul style="list-style-type: none"> <li>Needle stick injury</li> <li>Infectious disease</li> </ul>	<ul style="list-style-type: none"> <li>If blood gets in the mouth, spit it out &amp; then rinse with water several times</li> </ul>
<ul style="list-style-type: none"> <li>When sharps container is full to the indicated line, take it to the depot for collection</li> <li><b>MEDIUM</b></li> </ul>	<ul style="list-style-type: none"> <li>Needle stick injury</li> <li>Infectious disease</li> </ul>	<ul style="list-style-type: none"> <li>Go directly to a medical centre or out of hours to the emergency department at the nearest hospital</li> </ul>
<ul style="list-style-type: none"> <li>Complete needle/syringe report &amp; hand it to your team leader</li> <li><b>MEDIUM</b></li> </ul>	<ul style="list-style-type: none"> <li>Needle stick injury</li> <li>Infectious disease</li> </ul>	<ul style="list-style-type: none"> <li>Advise your team leader as soon as possible</li> </ul>

<b>License/Training</b>		<b>List Plant-Equipment</b>	
Red Card Work Activity Induction		<i>Ute, Sharp Container, Pilers, Tongs</i>	
<b>List: /Personal Protective Equipment required for this Activity</b>	<b>List Equipment Maintenance Checks required for this Activity</b>	<b>Engineering Certificates</b>	<b>Hazards Substance</b>
<i>Hi visibility clothing</i>  <i>Gloves</i>  <i>Masks</i>  <i>Long Sleeve Shirts</i>  <i>Eye Protection</i>  <i>Safety Boots</i>		<b>Type</b>	<b>Type</b>
<b>Duties &amp; Responsibilities</b>			
To ensure the safety of co-workers and general public. To report all incidents and near misses to team leader. Ensure equipment is in a safe working manner. Perform safety checks of equipment			

