

HAZARDOUS MATERIAL MANAGEMENT

PURPOSE

To provide appropriate communication and safe handling practices of all hazardous materials to ensure a safe environment for all employees and patients who come in contact with hazardous materials while in the sleep facility.

POLICY

Specific procedures for the use, storage and clean-up of any hazardous materials will be implemented to assure safety of patients and staff.

PROCEDURE

- 1.0** Safety data sheets (SDS) will be maintained for all hazardous materials used in the sleep facility and filed in the SDS manual located in the control room. The information contained in these sheets will be used to respond to a spill or splash.
- 2.0** The sleep facility will provide safety education and training on all chemicals used within the facility during orientation and as new chemicals are instituted.
- 3.0** All chemical substances should remain in their original containers appropriately labeled as hazardous material. Substances that may be transferred to another container must be appropriately labeled with a hazardous material label clearly visible.
- 4.0** All employees must be able to identify all chemicals that may be hazardous within the sleep facility by:
 - 4.1 Reading the label.
 - 4.2 Reviewing the information found on the SDS.
- 5.0** All incidents resulting from the use of hazardous materials are to be reported to your immediate supervisor immediately with the completion of an unusual occurrence report within 24 hours of the related occurrence.
- 6.0** Method of cleaning chemical spill or splash:
 - 6.1 Isolate the spill.
 - 6.2 Secure the area and remove patients.
 - 6.3 Identify the material/chemical spilled.
 - 6.4 Refer to the SDS for proper precautions, handling, cleaning and disposal procedures.
 - 6.5 Clean the spill/splash accordingly.
 - 6.6 Report the spill/splash.
 - 6.7 Dispose of material according to OSHA guidelines.
 - 6.8 Complete all appropriate documentation forms: unusual occurrence report.

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7.0 The following is a list of *potential* hazardous material, that may be used in the sleep facility:

(List may be facility specific)

- 7.1 Acetone
- 7.2 Collodion
- 7.3 Disinfecting solutions
- 7.4 Collodion remover
- 7.5 Alcohol
- 7.6 Bleach
- 7.7 “Whiteout”
- 7.8 Cidex
- 7.9 Sani-Wipes
- 7.10 Cavicide Wipes