Regulated Medical Waste Documentation

Offsite clinics generating Regulated Medical Waste (RMW) must maintain specific documentation as required by the Medical Waste Regulatory Act, Part 138 of the Michigan Public Health Code. The Michigan Department of Environmental Quality (MDEQ) requires this documentation to be current, complete, easy to locate, and maintained on file at your facility.

Clinics should have the following documents:
1. Certificate of Registration as a Medical Waste Producing Facility
2. Medical Waste Management Plan
3. Shipping Papers
4. Record of Employee Training

For more detailed information about each required document, or to request a copy of the MDEQ inspection checklist to assist in maintaining compliance, please contact Matthew Walter at mpwalter@med.umich.edu or 615-7907.

Emergency Management Operations Reminder

Winter seems to be approaching quickly this year! We would like to remind staff to begin preparing for winter weather by reviewing the Severe Weather Plan at:

http://www.med.umich.edu/i/safety/Plans/severeweatherplan.htm

As a reminder:

Winter Storm Watch: A National Weather Service release of a major snow and/or ice storm developing that may arrive within 24 to 48 hours. Announcements will not typically be issued.

Winter Storm Warning: This warning will be used by the Facilities Control Center when the National Weather Service releases a forecast of 6 inches or greater of snow over a 12 hour period and/or significant amounts of freezing rain and gusty winds can be expected soon or is occurring now. A message will be communicated via overhead PA announcement, a Global User Email, and posted on the Internal web site when possible.

Key Safety Points

- Chemical inventories are due January 31, 2014.
- Remember: Hanging decorations from the ceiling is not permitted at any time.
- Did you dispose of your unused medications the proper way?
The holidays are fast approaching and there are some safety issues that should be adhered to as you get ready for this festive time of year.

**Decorations:**
- No furnishings, decorations, or other objects shall be placed so as to obstruct exits, access to an exit, egress from an exit, or visibility of exit signs and markings.
- In general, combustible decorations are prohibited unless flame retardant. Decorations of such limited quantities and small size that a hazard of fire development or spread is not present, such as photographs and paintings, are exempted from being fire retardant.
- Natural paper decorations and trimmings are allowed when less than 10% of the total wall surface (as measured floor-to-ceiling for any given 10-foot wide section) is covered and the decorations are not continuous from section to section. Hanging decorations from the ceiling is not permitted at any time.
- Natural non-living materials such as cut trees, branches, garland, and boughs are not permitted. Artificial trees, garland, branches and boughs that have been approved by Underwriters Laboratories and are clearly marked or labeled as flame resistant are allowed. Metallic trees are permitted, however, no lights may be placed on the tree.
- Light strings, flood lights, lighted plaques and displays which bear an approved testing laboratory such as Underwriter’s Laboratory or Factory Mutual label or tag are allowed. Holiday or other temporary lighting equipment and displays are not allowed in patient rooms unless battery operated.

**Extension Cords:**
- Must be approved by Underwriter’s Laboratory and have the UL tag affixed to the unit.
- May not be routed through ceilings, under carpet, through walls or any other concealed area.
- Only one may be connected to an outlet at a time.
- Use of multiple extension cords in series (daisy chaining) is prohibited.

**Dart Report**

The latest DART case rate for the twelve-month period ending 8/31/13 this month’s is 2.23 This rate of 2.23 is unchanged from last month’s rate.


Additional detail can be obtained at the following link: [https://uhintwebspr1.mcit.med.umich.edu/hos/dart/index.cfm](https://uhintwebspr1.mcit.med.umich.edu/hos/dart/index.cfm)
How do you Dispose of Old Medication?

Wrap & Trash
Disposing of old medications

Old medicines, including vitamins and nutritional supplements, are the #1 cause of poisonings in children under five. Flushing them down the drain or toilet pollutes our water and can harm fish, turtles, waterfowl and the animals that eat them, including people. Improper disposal in the trash may create an opportunity for illegal use.

We cannot take back medicines once dispensed. In a 2012 study, University of Michigan researchers found that the most environmentally friendly way to dispose of unused medicines is to “wrap & trash.”

1. Keep the medicine in its original container and mark through, tape over, scratch off or peel off personal information.
2. Properly package for disposal. Refer to instructions below for information on packaging of different medication types.
3. Double-bag the medications in a closable plastic bag, then place the bag in a non-descript container, such as a brown paper bag box or can.
4. Tape the container closed and put it in the trash. This helps prevent immediate identification that the package contains medications and helps contain any leaks if the container breaks during the disposal process. Avoid putting medications into any material or food that might be attractive to pets or wildlife.

Solid medications such as pills or capsules: Add enough water to the container to at least partially dissolve the medications. Seal the container with duct tape.

Liquid medications: Add enough table salt, flour, charcoal, coffee grounds or non-toxic powdered spice, such as mustard, to make a pungent, unsightly mixture that discourages anyone from eating it. Seal the container with duct tape.

Blisters packs: Wrap the packages in multiple layers of duct tape or other opaque tape.

Ampules, vials and IV bags: Wrap the item with duct tape or other opaque tape to minimize breakage. Place in an opaque plastic container (such as an empty yogurt or margarine tub).

Narcotics: The FDA recommends flushing narcotics however, many local police departments accept unused narcotics (and other drugs). Refer to resources below for further information.

Unused drug disposal resources:
To find a local narcotics take-back program go to: www.deadiversion.usdoj.gov/drug_disposal/takeback/ or call 1-800-882-9539.
If you live in Washtenaw County, go to www.dontflushdrugs.com or call 734-222-3950. This website also contains information for Lenawee and Livingston counties.
Helpful Tips for Eye Fatigue

- Adjust your computer’s display settings such as brightness and contrast, by using the buttons located on the monitor.
- To change font size, hold the control key and simultaneously use the mouse scroll wheel to increase or decrease the font. This will work in most programs.
- For every 20 minutes you are looking at monitor look 20 feet away for 20 seconds.
- Blink when you think! Blinking moistens your eyes to prevent dryness and irritation.

Test Your Knowledge

SOS Post-Quiz Challenge yourself

1. T/F: There is no difference between a winter storm and a winter watch.
2. T/F: Hanging decorations from the ceiling is not permitted at any time.
3. T/F: When disposing of pills or capsules flush them down the toilet.
4. T/F: When disposing of liquid medications you can just empty down the sink.

Our Staff—Featuring Bruce Cadwallender

What is your role within Safety Management Services?
Director of Safety and Emergency Management for UMHHC

What do you love about your job?
My job provides a wonderful opportunity to integrate the safety discipline with business concepts and relationship-building

What do you do when you are not at work? Hobbies?
I enjoy spending time with family and friends. Art glass, sandblasting and fusing glass are my hobbies.