

NEEDLES & SHARPS SAFE HANDLING PRACTICES



DOs

- Limit the use of needles and sharps to what is absolutely necessary
- Use caution when handling needles and sharps
- Immediately dispose of the needles and sharps after use
- Use the appropriate sharps container for the disposal of needles and sharps



DON'Ts

- Never recap, bend or break needles
- Never remove the needles caps with your mouth
- Never pass uncapped needles to another person
- Never leave needles or sharps unattended on work surfaces
- Never reach into or overflow a sharps container

NEVER RECAP NEEDLES BUT IF YOU MUST... USE A SAFE TECHNIQUE



First, place cap on a level horizontal surface; gently slide needle half-way into cap...

Then, slowly tip up needle end of the device and allow cap to slide over needle...

Finally, use the thumb of the hand holding the device to secure the cap on the syringe.

SHARPS USED WITH BIOHAZARDOUS MATERIAL MUST BE DISPOSED OF IN A DEDICATED BIOHAZARDOUS SHARPS CONTAINER

Never overfill biohazardous sharps containers. When the container is 2/3 full as indicated by the "full line" on the container, close it, and contact the EHS office for pick up by completing the online request form via the [AiM portal](#).

Need help? Contact Safety!

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