






## Guidance at a Glance – Waste Management

These guidelines support the delivery of care in community and social care settings. This guidance reflects best practice/national guidelines.

All staff are responsible for the safe management and disposal of waste. Waste is potentially hazardous and if not disposed of correctly can result in injury or infection. In healthcare settings, all waste must be segregated as per local policy and in accordance with your waste contractor.

### KEY POINTS

- Waste bins should be positioned where they are easily accessible to staff.
- Appropriate personal protective equipment should be worn when handling waste.
- All waste bags should not be more than 2/3 full. This allows enough space the bag to be tied securely.
- Make sure all waste bags are securely tied using a suitable plastic tie or secure knot.
- In health and social care settings, all waste bags should be labelled with the address and date prior to collection to ensure they can be traced if an incident occurs.
- When handling tied waste bags, only hold by the neck of the bag. Handle carefully so they do not tear and keep at arm's reach to reduce the risk of injury in case a sharp item has been inappropriately disposed of.
- Waste bags awaiting collection should be stored in a designated area away from service users and visitors.
- Sharps containers should be disposed of in accordance with local policy.
- Sharps containers awaiting collection should not be placed inside waste bags.
- In a service user's own home, waste should be securely bagged and disposed of as per local policy.

| Waste type  | Disposal method                        | Bag   |
|---|--|---|
| <b>General Waste</b><br>(Food, household items etc.)  | disposed of in landfill                |  |
| <b>Recyclable</b><br>(Paper, cardboard etc.)  | disposed of in a recycling facility    |  |
| <b>Clinical waste</b><br>(Incontinence pads, PPE, dressings etc.)   | disposed of via deep landfill          |  |
| <b>Infectious waste</b><br>(Any waste that is potentially contaminated with infectious material excluding sharps) | disposed of via alternative treatment  |  |
| <b>Sharps bins -</b><br>(Any sharp items, sharps contaminated with cytotoxic medications etc.)                    | disposed in clinical waste incinerator |  |