



Procedure:
Standard Operating Procedure for Safe Handling
of Infectious Substances

Procedures Checklist

Standard Operating Procedure Safe Handling of Infectious Waste

#	Question	Yes	No	N/A	Comments
1	Is the infectious waste storage area being kept secured or otherwise protected from unauthorized entry?				
2	Is the proper PPE (gloves, goggles/face shield, and lab coats) available when working with infectious substances?				
3	Is the autoclavable infectious waste being placed into dark, non-see-through trash bags PRIOR to disposal?				
4	Is the autoclavable infectious waste being labeled as "Safe for Trash"?				
5	Is the infectious waste being treated with bleach or 5% sodium hypochlorite solution PRIOR to disposal?				
6	Is the infectious substance waste [ready for RMS pickup] labeled with PI name, department, and room number information?				
7	Are red bags [ready for RMS pickup] tied off without any tears in the bag?				
8	Are sharps containers [ready for RMS pickup] completely sealed with all safety locks/tabs fully engaged and nothing protruding from the container?				