Sharps Reusable Container Use & Removal Procedures
for HMS Longwood

ALWAYS:
- point the sharp end down when placing sharps in the small (2-gallon) sharps containers with the round (direct drop) opening.
- insert the red securement cap (see above) before removing the small (2-gallon) sharps container from its base in order to prevent accidental spillage during transportation.
- close the self-locking trap door on the larger (8-gallon) containers prior to transportation.

DON'T:
- recap, shear or break needles, or remove needles from syringes.
- overfill a sharps container past the FILL LINE marked approximately 3/4s from the bottom of the container.
- place items on top of the sharps container.
- place reusable sharps containers in biowaste containers.
- autoclave these reusable containers (non-thermoplastic).

NOTE:
- Sharps from BL2+ or radiological procedures should not be put in reusable sharps containers: BL2+ sharps should be handled per lab SOPs (e.g., autoclaved) and radiological sharps should be packaged in disposable containers for pickup by radiation technicians.

CUSTOMER SERVICE:
Contact the Stericycle field supervisor at (508) 922-6397 if you need more empty reusable sharps containers (for an existing or new location) or need filled containers to be picked up more immediately. Stericycle technicians check for filled containers in labs or pre-arranged common areas (e.g., cold rooms), typically between 10am - 4pm, on Mondays and Thursdays for HMS south and north (HIM and NRB) of Longwood Avenue.