

This policy covers infection prevention and control management issues for HBP staff this includes Employees, Contractors, Visitors whilst working on the HBP premises Each individual member of staff, contractor or visitor is responsible for complying with the standards set out in the Policy. They need to be aware of their personal responsibilities in safe use and disposal of sharps. It is the responsibility of Directors and Managers to ensure compliance with this standard

Sharps are responsible for a significant number of injuries to staff each year. Safe use of sharps will help to reduce the risk of injury and the acquisition of blood-borne viruses by both staff and clients.

For the purpose of this policy the term "sharps" includes items such as pins, blades, broken pallets and any other sharp items that may cause a penetrating injury, laceration or puncture to the skin.

HBP acknowledges their responsibility for providing, so far as reasonably practicable, a safe and healthy working environment for all employees that handle sharps including students, casual and agency staff.

HBP have a legal obligation under Health and Safety Law to ensure that all their employees are appropriately trained and proficient in the procedures necessary for working safely.

HBP are required to review every procedure carried out by their employees, which involves contact with a substance hazardous to health including pathogenic micro-organisms (this includes blood/body fluids which may transmit infection) COSHH 2002 In doing so, HBP aim to ensure effective management in preventing and controlling exposure to those substances hazardous to health.

It is the responsibility of the individual to be aware of and to adhere to HBP Guidelines.

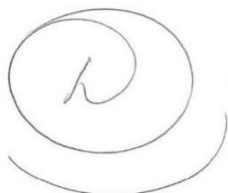
It is the responsibility of the individual to attend appropriate training courses available through HBP

The individual using a sharp is responsible for its use and safe disposal. Sharps should not be left for disposal by other people. If a clinical procedure prevents the user from directly disposing of the sharp a written risk assessment should be in place.

HBP will ensure that staff who may come into contact with blood/body fluids during the course of their work will be offered specialist Occupational Health advice regarding vaccination/immunization against hepatitis. Contact Occupational Health for further information. The use of sharps will be reviewed regularly using risk assessment to determine if the use of sharps can be reduced or eliminated e.g. by using needle-less devices, or whether safer devices such as blunt suture needles can be used. The fewer sharps used, the less the risk of inoculation injury. The introduction of a product with a safety feature needs to be discussed with Health and Safety, Infection Prevention & Control and/or the Procurement team. Proposed changes to practice will require a business case and clinical evidence.

Liam Clear
 Managing Director
 Haughley Block Plant Ltd

January 2023



Doc Ref:	HBP-HSEQ-POL038	Sharps Policy	Revision No:	01
Last Revision Date:	January 2023	Author: TT	Doc Owner: LC	Page No. 1