

HAMBLETON

DISTRICT COUNCIL

Civic Centre
Stone Cross
Northallerton
North Yorkshire
DL6 2UU

Enhanced Service in Community Pharmacy

Disposal of Used Sharps

Background

The storage, carriage, processing and supply of waste are all subject to stringent controls designed to minimise the negative effects of waste on the environment. All community pharmacies provide patients with a service to dispose of unwanted medicines as part of the contractual framework's Essential services; this service does not however cover the disposal of sharps generated by patients who use lancets for blood testing, or needles and syringes for the administration of parenteral medicines.

It is important for sharps to be disposed of safely, as inappropriate disposal methods create a risk of accidental needle-stick injuries to pharmacy staff, waste management operatives and other members of the public, potentially leading to infection with blood-borne diseases.

Local authorities are obliged to collect clinical waste from householders on request, but under section 45(3)(b) of the Environmental Protection Act 1990 they may make a reasonable charge for this service.

1. Service Description

- 1.1 Community pharmacies will continue to supply sharps bins to patients in the usual manner when presented with a valid prescription from a prescriber. This service does not propose to circumvent this means of supply.
- 1.2 Community pharmacies will subsequently provide a disposal service for these patient generated sharps in order to facilitate its safe disposal. Patients will return filled and sealed sharps bins to the pharmacy.
- 1.3 The Community pharmacy will safely store the returned sealed sharps bins in a storage container provided by Hambleton District Council until the regular collection by the nominated waste disposal collection company.
- 1.4 A licensed waste management contractor will be commissioned by Hambleton District Council on a monthly basis to remove the filled and sealed sharps bins from the pharmacy and arrange their safe disposal.

2. Service Aims

- 2.1 To provide patients with a safe and convenient route for the disposal of sharps.
- 2.2 To reduce the volume of sharps stored in patients' homes, by providing a convenient route for disposal, thus reducing the risk of accidental needle-stick injuries.
- 2.3 To reduce the environmental damage caused by the use of inappropriate disposal methods for sharps.
- 2.4 To improve the health of local communities by preventing the spread of blood-borne infections by ensuring the safe disposal of sharps.
- 2.5 To reduce the risk of needle stick injury in the community and inappropriate disposal of used injectable sharps

3. Agreement Period

- 3.1 This agreement is between the Pharmacy Contractor and Hambleton District Council and will commence on **Thursday 1st September 2016** and will continue indefinitely provided the service continues to be commissioned.
- 3.2 It will be subject to review on a 3 year basis by Hambleton District Council and Community Pharmacy North Yorkshire
- 3.3 The agreement may be terminated, without penalty, if the Pharmacy or Hambleton District Council gives the other party three months' notice in writing.

4. Service Outline

- 4.1 At the point of supplying a sharps box to a patient Pharmacy Contractor staff will explain the importance of using a safe disposal method for sharps, the operation of the service and the safe use of the sharps box.
- 4.2 Patients will return filled and sealed sharps bins to the Pharmacy Contractor, where they will be placed in a container provided by Hambleton District Council's commissioned waste disposal contractor.
- 4.3 The Pharmacy Contractor will allocate a safe place to store equipment and the storage containers provided by the waste disposal contractor.
- 4.4 The frequency of waste collection by Hambleton District Council's waste disposal contractor will be on a monthly basis to ensure there is not an unacceptable build-up of sharps on the pharmacy premises. The Pharmacy Contractor can request additional waste collections if there is an unexpected rise in patient returns.
- 4.5 The Pharmacy Contractor has a duty to ensure that pharmacists and staff involved in the provision of the service have relevant knowledge and are appropriately trained in the operation of the service, including sensitive, client-centred communication skills.
- 4.6 Whilst maintaining the confidentiality of service users, the Pharmacy Contractor will maintain adequate records of sharps bins supplied, sharps bins returned, and sharps bins consigned for disposal. As it will not be possible to assess the risk of infection from the sharps, all returned sharps will be consigned as hazardous waste.
- 4.7 The Pharmacy Contractor will comply with all relevant waste management legislation, including both Hazardous waste consignment notes and consignee returns to the producer where required.
- 4.8 The Pharmacy Contractor will have a standard operating procedure in place for this service. The Pharmacy Contractor has a duty to ensure that pharmacists and staff involved in the

provision of the service are aware of and operate within national and locally agreed protocols.

- 4.9 The Pharmacy Contractor will nominate a named individual to act as the lead for the service, who will oversee compliance with health and safety and environmental legislation.
- 4.10 The Pharmacy Contractor should ensure that their staff are made aware of the risk associated with the handling of returned used equipment and the correct procedures used to minimise those risks.
- 4.11 A needle stick injury procedure should be in place.
- 4.12 The Pharmacy Contractor should maintain appropriate records to ensure effective ongoing service delivery and audit.
- 4.13 Appropriate protective equipment, including gloves, overalls and materials to deal with spillages, should be readily available close to the storage site.
- 4.14 The Pharmacy Contractor will complete an annual risk assessment to ensure adequate controls are in place, which will include provision of Hepatitis B injections for all staff involved in the handling of sharps, the safe storage of the returned bins, recording the transfer of bins to the disposal collection company.
- 4.15 Staff involved in the delivery of this service should be offered immunisation for Hepatitis B and uptake should be recorded.
- 4.16 Hambleton District Council will pay a fee of £140 for each individual involved in delivering the service that wishes to be immunised for Hepatitis B
- 4.17 The Pharmacy Contractor providers of this service will comply with the General Pharmaceutical Council standards of conduct, ethics and performance at all times.

5. Training

- 5.1 The Pharmacy Contractor has a duty to ensure that pharmacists and staff involved in the provision of the service have relevant knowledge and are appropriately trained in the operation of the service.
- 5.2 This training must be recorded and updated annually. Evidence is to be recorded.
- 5.3 All Pharmacy Contractor staff will have read and signed the SOP, and reviewed annually.
- 5.4 All Pharmacy Contractor staff will have read and signed the needle stick injury policy, and reviewed annually.

6. Record Keeping

- 6.1 The Pharmacy Contractor will maintain records as specified by Hambleton District Council, and provide access to the records on request by them.
- 6.2 The Pharmacy Contractor will comply with any legal reporting requirement as required under Health Technical Memorandum (HTM) 07-01 management and disposal of healthcare waste and retain collection notes from the waste collection service. These should be retained in the Pharmacy Contractor's premises for 5 years.

7. Quality Indicators

- 7.1 The Pharmacy Contractor reviews its standard operating procedures and the referral pathways for the service on an annual basis.
- 7.2 The Pharmacy Contractor participates in an annual Primary Care Organisation (PCO) or Council organised audit of service provision.

7.3 The Pharmacy Contractor co-operates with any locally agreed PCO-led assessment of service user experience.

Financial Details

The Pharmacy Contractor commissioned to provide this service will receive: -

Monthly fee	£50
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Payment will be paid one month in arrears (on receipt of a completed Pharmacy Record Form – appendix 1) by BACS from Hambleton District Council direct into the bank account of the pharmacy.

Bank	
Address	
Sort Code	
Account Number	

Authorisation

This document constitutes the agreement between the Pharmacy Contractor and Hambleton District Council in regards to the above Service Level Agreement.

We agree to abide by the conditions laid out in the agreement:

Name of the Pharmacy Contractor:		
Address of Pharmacy Contractor		
Signature on behalf of the Pharmacy contractor	Name (please print)	Date
Signature on behalf of Hambleton District Council	Name (please print)	Date:

Please return to: Gary Brown, Waste and Street Scene Manager, Waste & Street Scene, Central Depot, Darlington Road, Northallerton, DL06 2PL, by Friday 26th August 2016.

