



BULLI DISTRICT HOSPITAL WASTE MANAGEMENT PLAN 2015-2016

MISSION STATEMENT

Bulli District Hospital
is committed to maintaining a waste management system that is safe, efficient, cost effective and considers environmental issues.



AIMS OF WASTE MANAGEMENT PROGRAM-

The aim of the Bulli District Hospital Waste Management Plan for storage, handling and transportation of hospital waste is:

1. To protect public health and safety
2. Provide a safe working environment by minimising the risk to employees as well as patients and visitors
3. Minimise waste generation and environmental impacts of waste treatment and disposal
4. Ensure compliance with legislative requirements

Commitment Statement

The Senior management of Bulli District Hospital shall be responsible for ensuring that all staff are trained appropriately in waste management, and for the monitoring the safe handling procedures relating to waste for all staff, patients and visitors in our hospital.

Executive Sponsor:

Alison Franklin - DON

Date:

BULLI DISTRICT HOSPITAL MANAGEMENT PLAN 2015

Objectives	Strategy	KPI	Responsibility	Target date	Outcome/ Evidence Required
1. Cost efficiency	Cost of waste at BDH is trended to demonstrate improvement/performance. Report will include cost and waste produced by stream Graphs produced on staff OH&S noticeboards	Monthly costs demonstrated Trended BDH Waste Mgt Report in Excel Spreadsheet	Cashier DDON	December 2016	Report produced Cost and Waste Kgs monitored
2. Waste Streams	Review the type of waste bin staff use for recycling, possible duplication between orange and blue bins.	Easy use by staff Possible reduction in duplication of bins	Domestic Service Supervisor	November 2016	Under review as tender out for submission.
3. Communication Strategies within District	BDH Representative to attend ISLHD Waste Management committee meetings	BDH representative attending 80% or more meetings , every second month	DDON Domestic Service Supervisor	90%	On target refer to Attendance /Minutes Area information fed back to local OH&S committee
4. Product Substitution Review of MSDS	To review MSDS yearly and with the introduction of new products occur	100% MSDS completed on site	Hotel services	Dec 2015	Chemalert introduced Oct 2015 Education sessions commenced

Objectives	Strategy	KPI	Responsibility	Target date	Outcome/ Evidence Required
5.Ensure proper segregation and disposal of waste	Establish appropriate signage of waste streams above or near bins	100 % bins are clearly marked	Domestic Service Supervisor		3 monthly Audit reports And random audits
	Regular Waste audits undertaken to ensure correct waste streams are utilised.	Quarterly Waste Audits undertaken each year	Domestic Service Supervisor	December 2016	Results tabled in WH&S Committee Meeting and communicated to staff with recommendations to demonstrate improvements required and at ISLHD Waste Committee meeting
6.Recycle Ink and toner cartridges	All used items on site are collected for recycling Domestic Services Supervisor now takes cartridges to local Post Office to be sent for recycling	900% of cartridges recycled	Domestic Supervisor		Recycle site established in photocopy room 100% of cartridges recycled. Certificates now sent from "Close the Loop" Recycling with amount of cartridges recycled
7.Staff education and Promotion	Staff education on waste	Review of training of all staff on the waste streams of BDH	Training will be conducted every 3 months as a regular in-service	Domestic Services Supervisor CNE	Ongoing

Objectives	Strategy	KPI	Responsibility	Target date	Outcome/ Evidence Required
	Ensure ongoing education to all staff in relation to proper waste management principles.	100% staff perform on line mandatory training waste management	DDON		Record of mandatory staff >80 % of staff trained
8.Reduce Potential hazards- spills management	Spill kits reviewed located in maintenance, domestic and are fully operative	100% spill kits ordered Audit of Spill kits every six months	Maintenance Domestic supervisor		Ongoing
	Spill kits in Domestic services main storage area and ward areas		Domestic Supervisor	Feb 2016	Completed Education ongoing as per education calendar
	Cytotoxic kits established in all cleaning areas	100% kits established	Domestic Supervisor	Feb 2016	Completed Education ongoing as per education calendar
9.Battery Recycling	Local initiative developed to recycle batteries Batteries collection points developed Batteries collect ongoing	System established	Domestic Supervisor	Dec 2016	Ongoing
	Sharing of ideas developed at BDH to ISLHD Meeting	Number of ideas Communicated	Domestic Supervisor	N/A	Monthly

Objectives	Strategy	KPI	Responsibility	Target date	Outcome/ Evidence Required
		by Rep			ISLHD meetings
10. Confidential disposal of papers	Confidential papers are disposed of appropriately	Confidential bins supplied in mains areas Staff trained in induction	NUMS	Ongoing	System Implemented
11. Reduction of Clinical waste	Audit undertaken of waste disposed of in Infectious Rooms- Yellow Bins Develop / and Implement strategies to refine waste in Infectious rooms Infectious bins removed from infectious room Identify cost savings if appropriate	Reduction of Infectious waste where appropriate	Hotel services	Ongoing	Conducted audit Refine waste streams Removed Yellow bins form Infectious rooms Education to staff on waste stream
12. Installation of Water tanks to reuse rain water on gardens <i>Water and Greener Initiative</i>	Review and installation of water tanks to reduce the use of water on site	Installation of four water tanks in prime areas on site used for gardens	Grounds Officer	Ongoing	Tanks installed Recycle water used on gardens
13. Updated recycle ward waste bins	Review and purchase of new ward recycle bins for hospital	Purchase of 20 new ward recycle bins for hospital	Domestic Services Supervisor	June 2015	Completed 10 bins put around hospital – other 10 on order - ongoing

Objectives	Strategy	KPI	Responsibility	Target date	Outcome/ Evidence Required
14. New and updated signage to be placed onto ward recycle bins	Review the signage to make it easier for all to read	New signs placed onto ward recycle bins	Domestic Services Supervisor	June 2015	Completed
15. New and updated signage to be placed above 240 litre recycle bins	Review the signage to make it easier for staff, visitors and patients to read	New signs placed above 240 litre recycle bins	Domestic Services Supervisor	February 2015	Completed
16. Antiseptic hand rub bottles to be collected for overseas use	Boxes to be placed in wards for collection of empty bottles	Boxes placed in wards for collection when full	Domestic Services Supervisor	Ongoing	Completed
17. Disposal of new recyclable bed screens	Review of how to dispose of recyclable bed screens which now replace material bed screens Audits and spread sheet developed on due date to change curtains	Bin to be ordered from Remondis which is emptied when full	Domestic Services Supervisor	Ongoing	Completed and ongoing
18. Recycling florescent light tubes	Review of how to dispose of light tubes by Remondis	Order cardboard container from Remondis for the storing light tubes till full	D. DON Domestic Services Supervisor	November 2015	Ongoing
19. Review and make cards for colours	Design a card that fits onto staff's ID's for easy access to information on the	Card was designed	Domestic Services	November 2015	Completed

Objectives	Strategy	KPI	Responsibility	Target date	Outcome/ Evidence Required
for recycling	right coloured bin to use Shared with ISLHD committee		Supervisor		
20. Review and conduct independent audit of waste at hospital	Contact Bin Trim to complete audit of BDH's waste streams	Arrangement has been made with Bin Trim for audit	DON Domestic Services Supervisor	Dec 2016	Ongoing
21. Installation of shredders for disposal of confidential waste	Review cost re shredders versus Remondis pick up of red confidential bins	Access the plan	D. DON Domestic Services Supervisor	December 2016	Ongoing