

# Sharps bins

Fix the lid and firmly click into place around rim

Close temporary lock unless the bin is in use

Fill in the label  
Sign and date  
once assembled



Do not fill above black line. Lock bin when contents reach fill line (2/3 full) and replace with new bin

- Store sharps bins off the floor wall mounted or on a shelf out of service users reach
- Sharps bins should be taken to the point of care, e.g. resident's room when required and removed once used
- When locking sharps bin for disposal ensure slide-lock panel clicks shut and cannot be re-opened
- Sign and date label once closed