

Purpose of the Waste Management Space Design Guidelines

The contents of this document seek to provide direction for the design of LMHO hospital and residential care spaces for health care waste disposal and storage. The guidelines in no way replace design standards, codes and specifications. Rather, they serve as recommendations based on good practice and waste segregation and storage regulations. All relevant stakeholder groups (e.g., clinical staff and Support Services Managers) should be consulted to provide confirmation of waste types and volumes generated within their departments and programs. The Guidelines are subject to change as information and practices evolve.

Recommended locations for waste containers

The X signifies the recommended containers for units/sub-units

Waste Type	Garbage		Recyclables			Biomedical				Pharmaceutical	Hazardous Chemical
	Garbage	Glass Only	Mixed Containers	Mixed Paper	Organics	Sharps	Non-Anatomical	Anatomical	Cytotoxic (includes Sharps Cont)		
Designated Container	Black, brown or grey	Designated rigid container	Blue	Blue	Green	Approved yellow container	Approved yellow reusable container	Approved red one use container	Approved red one use container	Approved white one use container	Approved black one use container
Units/Sub-Units											
Acute Care for Eldery	X	X	X	X		X	X		X	X	
Ambulatory Care											
GI Clinic	X	X	X	X		X	X	X	X	X	
Surgical Day Care	X	X	X	X		X	X	X	X	X	
Cast Clinic	X	X	X	X		X					
Minor Treatment Unit	X	X	X	X		X	X		on-hand	X	
Medical Overflow Unit	X	X	X	X		X	X	X	on-hand	X	
Anatomical Pathology											
Histology	X	X	X	X		X	X	X			
Cytogenetics	X	X	X	X		X	X				
Cytology	X	X	X	X		X	X				
Bathrooms											
Public bathroom	X					X					
Staff bathroom	X					X					
Cafeteria	X		X	X	X						
Coffee shop	X		X	X							
Cardiac Catherization Lab	X	X	X	X		X	X		on-hand	X	
Cardiology/Nuclear medicine/Echo	X	X	X	X		X	X			X	

Locations

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Designated Container	Black, brown or grey	Designated rigid container	Blue	Blue	Green	Approved yellow container	Approved yellow reusable container	Approved red one use container	Approved red one use container	Approved white one use container	Approved black one use container
ED	X		X	X		X	X		on-hand	X	
MTU	X	X	X	X		X	X		on-hand	X	
Mental Health Substances	X	X	X	X						X	
Outpatient Antibiotic Therapy Clinic	X	X	X	X		X	X		on-hand	X	
Trauma Room	X	X				X	X	X	on-hand	X	
EEG/EMG	X		X	X		X					
Finance	X		X	X							
Food and Nutrition	X	X	X	X		X					
Foundation	X		X	X							
Housekeeping	X		X	X							
ICU											
Cardiac ICU	X	X	X	X		X	X		on-hand	X	X
High Acuity Unit	X	X	X	X		X	X		on-hand	X	
Critical Care Unit	X	X	X	X		X	X		on-hand	X	
Kitchen			X	X	X						
Lab											
Central processing	X	X	X	X		X	X		on-hand		X
Microbiology	X	X	X	X		X	X		on-hand		X
Chemistry	X	X	X	X		X	X		on-hand		X
Transfusion	X	X	X	X		X	X		on-hand		X
Hematology	X	X	X	X		X	X		on-hand		X
Labour and Delivery	X		X	X		X	X	X		X	
Laundry											
Dirty linen	X		X	X							
Clean linen	X		X	X							

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Library											
Staff Library	X		X	X							
Medical Education	X		X	X							
Public Library	X		X	X							
Mail Room	X		X	X							
Maternity	X	X	X	X		X	X	X		X	
Medical Imaging											
Interventional Radiology	X	X	X	X		X	X			X	
MRI	X	X	X	X		X	X			X	
Cardiac clinic	X	X	X	X		X					
Bone Density/Breast	X	X	X	X		X	X			X	
CT Scan	X	X	X	X		X	X				
Ultrasound	X	X	X	X		X	X				
X-Ray	X										
Mammography	X					X	X				
Fluoroscopy	X	X				X					
Medicine	X	X	X	X		X	X		X	X	
Mental Health											
Inpatient*	X		X	X		X			on-hand	X	
Outpatient	X		X	X		X			?	?	
Morgue	X	X				X	X	X	on-hand	X	X
Neonatal Intensive Care Unit	X	X	X	X		X	X		on-hand	X	
Operating Room											
OR	X	X	X	X		X	X	X	on-hand	X	X
PACU	X	X	X	X		X	X		on-hand	X	X
Cardiac OR	X	X	X	X		X	X	X	on-hand	X	X
Oncology/Hematology Clinic	X	X	X	X		X	X		X	X	

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Out-patient Teaching Clinic	X		X	X		X					
Paediatrics	X	X	X	X		X	X		X	X	
Pharmacy	X		X	X		X			X	X	
Plant Services											
Machine Shop	X	X	X	X		X					X
Mechanical Shop	X	X	X	X		X					X
Maintenance	X	X	X	X		X					X
Paint Plant	X	X	X	X		X					X
Power Plant	X	X	X	X		X					X
Physiatry	X		X	X		X				X	
Rehab	X		X	X		X					
Renal Dialysis											
Peritoneal Dialysis	X	X	X	X		X	X		on-hand	X	
Hemo Dialysis	X	X	X	X		X	X		on-hand	X	
Residential Care	X		X	X		X	X		on-hand	X	
Respiratory Clinic	X		X	X		X	X		X		
Sterile Processing Department											
Clean Sterile Processing	X	X	X	X		X					
Dirty Sterile Processing	X	X				X					
Stores/Receiving	X	X	X	X		X					
Surgical Services											
Orthopedic Surgery	X	X	X	X		X	X		on-hand	X	
Neuro Surgery	X	X	X	X		X	X		on-hand	X	
Cardiac Surgery	X	X	X	X		X	X		on-hand	X	
General Surgery	X	X	X	X		X	X	X	on-hand	X	
Vascular Surgery	X	X	X	X		X	X		on-hand	X	
Volunteer Resources	X		X	X							
Common Areas (CSA Standards)											
Assessment Room General	X					X					
Breastfeeding room	X		X	X							

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Central staff station (nurse station)	X		X	X		X	X			X	
Change/locker room	X										
Charting alcove											
Chart storage	X										
Classroom/meeting room/educational facilities	X		X	X							
Clean supply/utility room	X			X							
Decentralized equipment storage											
Departmental resource library	X		X	X							
Diagnostic viewing workstation											
Dictation/review workstation											
Dining room	X		X	X	X						
Examination/procedure/treatment room	X		optional	optional		X	X				
Examination/procedure/treatment room -isolation	X					X	X		On-hand	X	
Examination/procedure/treatment room - Adjacent v	X		optional	optional		X	X				
Examination/procedure/treatment room - safe room	X		consult	consult							
Gym	X		X	X							
Hand hygiene sink	X										
Waterless hand hygiene sink	X										
Housekeeping closet	X										
Housekeeping service room	X		optional	optional							
Hydrotherapy room	X		X			X					
Inpatient bedroom	X					X					
Inpatient washroom	X										
Isolation room suite	X					X			On-hand	X	
Imaging/equipment alcove											
Laundry (patient use)	X		X	X							
Lockers	X		optional	optional							
Lounge, patient/visitor - general	X		X	X							
Lounge, patient (pediatric or adolescents)	X		X	X							
Medication room	X	X	X	X		X				X	
Nourishment centre	X		X	X							
Offices (staff)	X		X	X							
Outdoor space	X										
Play area	X		X	X							
Reception/control desk	X		X	X							
Respiratory therapy/anaesthesia support area	X		optional	optional							

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Satellite pharmacy	X		X	X		X			X	X	
Soiled utility/holding room	X	X	X	X		X	X	X	X	X	X
Small multi-disciplinary assessment/treatment room	X		X	X		X					
Large multi-disciplinary assessment/treatment room	X		X	X		X					
Staff coat room	X		optional	optional							
Staff room	X		X	X	Staff responsibility						
Storage room											
Sub-sterile supply/case cart holding area											
Tub/shower room	X		X			X					
Waiting area/rooms	X		X	X							
Washroom (public)	X					X					
Work area (staff/student)	X		X	X							



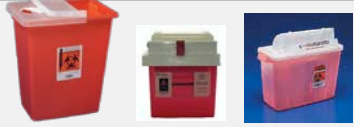
Locations

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General Areas											
Wheeled Med Carts/Wheeled Carts	X					X					
Conference Room	X		X	X							
Training Rooms	X		X	X							
Clean Utility Rooms	X		X	X							
Soiled Utility Rooms*	X	X	X	X		X	X	X	X	X	X
Clean Supply Rooms	X		X	X							
Reception Areas	X			X							
Public Waiting Areas	X		X	X							
Public Kitchenettes	X		X	X							
Central/Satellite Nursing Stations	X		X	X		X	X			X	
Patient Treatment Rooms (Private)	X					X					
Patient Treatment Areas Open (High Pace)	X					X	X		on-hand	X	
Patient Treatment Areas Open (Low Pace)	X		X	X		X	X		on-hand	X	
Isolation Rooms	X					X	X		on-hand	X	
Medication Rooms	X	X	X	X		X				X	
Offices	X		X	X							
Photocopy areas	X			X							
Staff Lunch Rooms/Lounges	X		X	X							
Final storage areas*											
Biomedical waste final storage area						X	X	X	X	X	
Chemical waste final storage area											X

Important: confidential consoles, batteries, furniture and electronics bins are not included in this table. For more information about waste collection of these waste types please consult the Support Services Manager.

Container Types

Each waste type must have its own designated compliant container.
 Consider all waste types when assessing space requirements for clinical areas and soiled utility holding room areas.
 The following table contains only a selection of waste container styles and sizes and isn't meant to provide all options available.
 Many different options are available through PHSA Supply Chain

WASTE TYPE	VISUAL EXAMPLES	DESCRIPTION	COMMENTS
GARBAGE		Black/grey rigid container	Commonly 11"W x 21"D x 30"H
GARBAGE GLASS ONLY		Black/grey rigid container	14.4"W x 10.25"D x 15"H Container must be small to control weight.
RECYCLING		Blue rigid container	11"W x 21"D x 30"H Require minimum of two containers for each recycling station. Mixed Paper and Mixed Containers recycling must be placed into separate bins.
ORGANICS		Green metal case with door covers an organics toter (see below)	This is a cafeteria set up.
		Green and yellow toter	This is a kitchen set up. Commonly 35 or 64 gallon totes. These are currently provided by Waste Management.
NON-ANATOMICAL			A 50L tub is most commonly used in the soiled utility room.
		Yellow reusable container with biohazard identifier	Container sizes and styles used in clinical areas vary based on the quantity of waste generated and clinical needs.
		Yellow, single use, sharps container with biohazard identifier	Container sizes and styles will vary based on quantity of sharps generated and clinical need. Containers can be wall mounted, counter top or floor models.
ANATOMICAL		Red, single use, container with biohazard identifier	Container sizes and styles will vary based on quantity of waste generated and clinical need. Commonly 20L or 50L containers are used.
		Red, single use, container with biohazard and cytotoxic identifiers	Container sizes and styles will vary based on quantity of waste generated and clinical need. Commonly 20L, 30L, or 50L containers are used.
CYTOTOXIC		Red, single use, sharps container with biohazard and cytotoxic identifiers	Container sizes and styles will vary based on quantity of sharps generated and clinical need. Containers can be wall mounted, counter top or floor models.
PHARMACEUTICAL		White, single use, container with Rx symbol	Commonly 20L
CHEMICAL		Black, single use, labeled with MSDS attached or original chemical container	Commonly 20L

Container Types

OUTDOOR LOADING DOCK WASTE CONTAINERS			
MIXED PAPER/MIXED CONTAINERS TOTES		Waste management totes with wheels	Commonly 96 gallons
FRONT END LOAD BINS	 <p style="text-align: center;">2 yard bin</p>	Waste Management bins	2-yard, 4-yard, 6-yard or 8-yard bins
ROLL OFF BINS (STAND ALONE)	 <p style="text-align: center;">40 yard bin</p>	Waste Management bins	20-yard, 30-yard, or 40-yard bins
COMPACTORS		Stationary or break away compactors	Ground mounted.
		Vertical compactors	Best for large volume of waste material in limited amount of space
		Self container compactors	Not ground mounted. Can be serviced by a roll off truck.
<p>Note: The above outdoor loading dock area waste containers are meant to provide examples, and do not reflect all models and sizes available. Please contact the vendor for all options.</p>			

Examples of Set Up

All recycling containers should be paired with a garbage container.

All non-anatomical containers should be paired with a garbage container.

Create recycling stations with both mixed paper and mixed containers, rather than single bins

Recycling containers must **not** be placed directly next to biomedical containers.

Biomedical containers must **not** be placed directly next to recycling containers.

Recycling stations should **not** be placed in high-paced areas (eg ED Trauma Room).

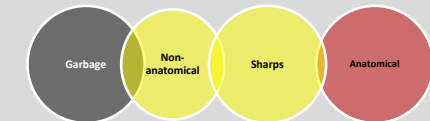
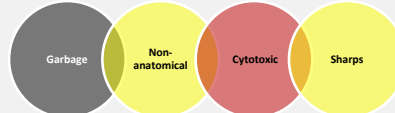
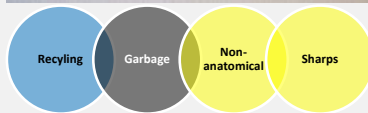
Biomedical and pharmaceutical containers must be stored in a secure location.

Container styles, sizes and quantities will vary based on waste types and volumes

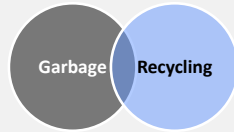
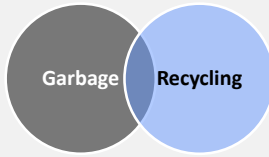
Avoid placing waste containers directly under wall mounted sharps containers.

Patient area examples

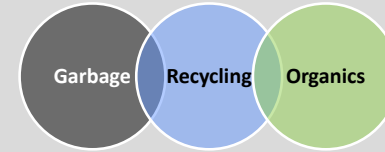
Soiled utility room example



Admin area/hallway examples



Cafeteria examples



Biomedical signage

Non Anatomical Waste (sterilization)

Any items saturated with, dripping with, or containing blood or body fluids.

Some saturated or dripping items:

- ✓ Pads
- ✓ Sponges
- ✓ Bandages
- ✓ Gowns

Some items containing blood/body fluids:

- ✓ IV bags and tubing
- ✓ Suction lines
- ✓ Fluid drainage containers
- ✓ Reuse and Remove units
- ✓ Plastic tubing

Does NOT include:

- ✗ Hair, teeth, nails
- ✗ Diapers, urine or feces, unless easily contaminated with blood

Sharps Waste (Sterilization)

Items capable of cut, pierce or puncture during the skin and that have come into contact with blood, body fluids or microorganisms.

EXAMPLES:

- ✓ All needles and devices containing needles or spikes
- ✓ Broken medical glassware
- ✓ Contaminated scalpel blades, retractors, retractors
- ✓ Laminars
- ✓ Full sharps containers

Does NOT include:

- ✗ Cytotoxic sharps

ANATOMICAL WASTE (INCINERATION)

EXAMPLES:

- ✓ Human and animal tissues (including waste tissue from surgical procedures)
- ✓ Organs
- ✓ Body parts (including blood)

Does NOT include:

- ✗ Hair, teeth, nails

Note: Place of Care/Health-Related Disease (CHRD) waste in separate containers and label "CHRD"

Cytotoxic Waste (INCINERATION)

Waste that has come into contact with cytotoxic agents.

EXAMPLES:

- ✓ IV bags and tubing
- ✓ Urine bags and diapers
- ✓ Gloves and masks
- ✓ Pads, sponges, bandages and gauze
- ✓ Disposable surgical gowns and drapes
- ✓ Nonusually empty vials, ampoules & syringes
- ✓ Any Cytotoxic sharps items

Does NOT include:

- ✗ Any unused or partially used Cytotoxic drugs — these should be treated as Cytotoxic Pharmaceutical Waste

PHARMACEUTICAL WASTE Rx (INCINERATION)

Unused or partially used drugs and containers that are no longer required, expired, contaminated or stored incorrectly.

Non-Cytotoxic

- ✓ Non-hazardous Pharmaceutical waste
- ✓ Any unused or partially used Pharmaceutical products

EXAMPLES:

- Open or partial dose and medications
- Partially used vials/ampoules
- Partially used syringes/ins
- General compounding waste
- Liquid pharmaceuticals
- Dissolved tablets, benzocaine/esters and other controlled substances

Cytotoxic

- ✓ Cytotoxic Pharmaceutical waste
- ✓ Any unused or partially used Cytotoxic Pharmaceuticals

Does NOT include:

- ✗ Hazardous pharmaceuticals. Contact pharmacy for alternative
- ✗ Pharmaceutical packaging (bottle or a confidential waste if contains patient information, otherwise recycle)

Garbage Signage

Garbage

GreenCare

Garbage

Items NOT saturated with, dripping with, or containing blood or body fluids.

EXAMPLES:

- ✓ Empty IV bags and tubing
- ✓ Uncontaminated gloves and masks
- ✓ General isolation room waste
- ✓ Soiled dressings, pads, sponges and gauze
- ✓ Feminine hygiene products
- ✓ Diapers, urine, feces
- ✓ Empty medical waste containers
- ✓ Disposable surgical gowns and drapes
- ✓ Teeth, hair, nails
- ✓ Springs without needles
- ✓ Catheters
- ✓ Lab slides with fixed tissue
- ✓ Coffee cups

Glass only

- ✓ Empty and intact
- ✗ Containing blood or pharmaceuticals
- ✗ Broken
- ✗ Extremely fragile

Recycling Signage

Mixed Containers

GreenCare

Mixed Paper

GreenCare

Refundable Beverage Containers

GreenCare

Food Scraps & Food Soiled Paper

GreenCare

Waste container needs identification matrix:

1 Does the area generate anatomical, pharmaceutical, and/or cytotoxic waste?				
N	go to question 2	Y	add compliant anatomical container according to volumes generated add compliant pharmaceutical container according to volumes generated add compliant cytotoxic waste container according to volumes generated or allow for storage space if generated infrequently	
2 Does the area generate non-anatomical waste?				
N	go to question 3	Y	add compliant non-anatomical container according to volumes generated	
3 Does the area generate sharps waste?				
N	go to question 4	Y	add compliant sharps container according to volumes generated; also ask: does the area generate cytotoxic sharps?	
		N	add compliant sharps container according to volumes generated	Y add compliant cytotoxic sharps container according to volumes generated or allow for storage space if generated infrequently
4 Does the area generate device reprocessing waste?				
N	go to question 5	Y	add compliant device reprocessing waste container according to volumes generated	
5 Does the area generate confidential waste?				
N	go to question 6	Y	add compliant confidential waste container according to volumes generated	
6 Does the area generate more than 10 pieces of glass waste on a daily basis?				
N	go to question 7	Y	add compliant glass only garbage container according to volumes generated	
7 Does the area generate more than 5 cardboard box waste on a daily basis?				
N	go to question 8	Y	add a transport cart for cardboard in the area according to volumes generated	
8 Does the area generate organics waste?				
N	go to question 9	Y	food operations: add compliant organics totes according to volumes generated cafeteria: add compliant organics totes according to volumes generated staff lounge: check in with unit and BISS in regards to organics waste recycling on staff units patient kitchenettes: check in with unit and BISS in regards to organics waste recycling on staff units	
9 Does the area generate recyclables waste?				
N	go to question 10	Y	Does the area generate mixed paper? N go to next question Y add compliant mixed paper recycling bin according to volumes generated	
		Y	Does the area generate mixed containers? N go to next question Y add compliant mixed container recycling bin according to volumes generated	
		Y	Does the area generate batteries? N go to next question Y add compliant battery recycling bin according to volumes generated	
10 Does the area generate garbage waste?				
N	no garbage container is needed	Y	add garbage waste container according to volume generated	

Definitions

Non-Anatomical Waste - Items saturated with, dripping with, or containing blood or body fluids.

Sharps Waste - Items capable of cutting or puncturing the skin and that have come into contact with blood, body fluids or microorganisms

Anatomical Waste - Human and animal tissue, organs and body parts (excluding hair, teeth , nails)

Cytotoxic Waste - Items that have come into contact with Cytotoxic agents.

Cytotoxic Sharps Waste - Items that have come into contact with Cytotoxic agents that are capable of cutting or puncturing the skin.

Pharmaceutical Waste - unused or partially used drugs and medicines that are no longer required, expired, contaminated or stored improperly.

Garbage Waste - Items not saturated with, dripping with, or containing blood or body fluids.

Recycling Waste

Mixed Paper: a mix of clean and non-confidential paper products such as newspaper, magazines, office paper and paperboard packaging. Doesn't include corrugated cardboard.

Mixed Containers: all hard plastic, aluminum, tin, Tetrapak, glass (food and beverage only) and carton containers. Includes refundable containers.

Refundable Beverage Containers: all bottles, cans and containers made from same materials as mixed containers and have a deposit fee. This recycling stream is only recommended in areas that require the containers to be returned for a refund such as Food Services.

Glass Only Waste - Glass containers that are empty and intact, and do not contain blood or pharmaceuticals, are not broken or extremely fragile.

Chemical Waste - Chemical waste is waste that is hazardous by one of the following properties: Toxic, Corrosive, Flammable, Reactive, Genotoxic.

Excerpts from Canadian Standards Association: Handling of waste materials in health care document

Z317.10-15

5.3 Storage and handling

5.3.1 General

Storage of waste materials shall be in accordance with the authority having jurisdiction.

The storage of biomedical waste shall meet the following requirements:

- a) Anatomic biomedical waste shall be stored at 4 °C or lower unless contained in formaldehyde.
- b) Biomedical waste other than sharps and waste contaminated with cytotoxic agents shall be stored at 4 °C or lower if stored for more than 4 days.
- c) All biomedical waste shall be stored in a secure storage facility or domestic refrigeration unit that is dedicated to the accumulation of waste for disposal.
- d) Biomedical waste storage facilities shall be clearly marked with a sign that displays the biohazard symbol (see Annex E).

- **Storage**
- **General**

All waste storage areas shall meet the requirements of local building codes and CAN/CSA-Z317.2.

- **Intermediate storage areas**

Intermediate storage areas shall temporarily store waste in rigid secondary containers out of the way of general traffic, prior to the waste being taken to the facility's final storage area.

- **Final storage areas**

4.8.3.1 Class A and B health care facilities

Final storage areas within or on the premises of Class A and B health care facilities shall

- a) be totally enclosed;
- b) be locked when unoccupied;
- c) have access restricted to authorized personnel only;
- d) be separate from supply rooms or food preparation areas;
- e) have negative pressure ventilation; and
- f) have appropriate signage as required by legislation.

- **Class C health care facilities**

Final storage areas within or on the premises of Class C health care facilities shall be in an area restricted to authorized personnel only.

- **Temperature control**

Biomedical, non-anatomic waste, if stored for more than 4 days, should be kept at a temperature of less than 4 °C to reduce the risk of putrescence and bad odours.

Notes:

- 1) See the National Building Code of Canada, applicable provincial/territorial building codes, and CAN/CSA-Z317.2 for information on the ventilation of waste storage areas.
- 2) The authority having jurisdiction might specify restrictions on storage time for biomedical, non-anatomic waste.

7.3 Storage and handling

Chemical waste materials shall be stored in a secure location with appropriate containment and segregation to prevent the mixture of incompatible substances and leakage in accordance with the authority having jurisdiction. Ventilation within the storage area shall meet the requirements of CAN/CSA-Z317.2.

Notes:

- 1) Pre-determined time frames for the disposal of chemical waste materials might be required by the authority having jurisdiction. The preceding information is recommended as a minimum standard. Refer to local resources such as Workplace Health & Safety, Fire and Life Safety, etc.
- 2) For further information on chemical incompatibilities, refer to Annex I.



Example of a locked biomedical waste cage