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# State of Alabama Department of Corrections

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COMMISSIONER

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ADMINISTRATIVE REGULATION  
NUMBER

706

OPR: HEALTH SERVICES

## MANAGEMENT OF HAZARDOUS MEDICAL DEVICES

### I. GENERAL

This Alabama Department of Corrections (ADOC) Administrative Regulation (AR) establishes responsibilities, policies, and procedures to ensure compliance with state and federal laws governing hazardous medical devices and to promote the sound management of these devices in accordance with professional standards of care and good security practices.

### II. POLICY

All ADOC institutions shall regulate the handling of syringes, needles, and hazardous medical/dental instruments utilized within the ADOC institutions in accordance with professional standards of care, established security practices, and appropriate state/federal laws and regulations.

### III. DEFINITION(S) AND ACRONYM(S)

- A. **Class A (Hazardous Instruments):** Tools/instruments most likely to be used in an escape or the manufacture of weapons.
- B. **Class B (Hazardous Instruments):** Tools/instruments of a less hazardous nature.

### IV. RESPONSIBILITIES

- A. The Warden shall be responsible for developing their institutional standard operating procedures (SOP) in accordance with AR 706, *Management of Hazardous Medical Devices*, and for ensuring compliance with this regulation.
- B. The Warden and Health Services Administrator are responsible for establishing an appropriate procedure in accordance with Occupational

Safety and Health Administration (OSHA) guidelines for periodic disposal of filled containers in a safe and sanitary method, i.e., infectious waste.

- C. Health Services Administrators, health care staff, and privately managed institutions that house ADOC inmates shall be responsible for complying with this regulation.

## V. PROCEDURES

- A. Institutional Unit: Each institution shall include procedures for covering the control of hazardous medical devices in their institutional SOP and the health services unit manual. The procedures shall be approved by the Warden and the Health Services Administrator and include provision for the following:

1. Storage: The procedures shall identify and describe the secured storage area provided for hazardous medical devices. Flammable, toxic, and caustic materials shall be stored and controlled in accordance with AR 328, *Control and Use of Flammable, Toxic, and Caustic Materials*.
2. Keys: The procedures shall restrict the use of keys to the storage area and identify the staff members that have approved access to the syringes, needles, and hazardous medical/dental instruments.
3. Inventory: The procedures shall require an accurate perpetual inventory in accordance with AR 334, *Tool Control*, and shall include:
  - a. Needles
  - b. Syringes
  - c. Hazardous Instruments
4. Records: The procedures shall require that records be maintained on needles, syringes, and hazardous instruments that include:
  - a. Items received in the clinic.
  - b. Date of delivery and signature of party who received needles, syringes, or hazardous instruments.
5. Monitoring Audits: The procedure shall describe the auditing system used within the health care unit to assure compliance with departmental policy and local procedure.

- B. Proper Disposal of Contaminated (Syringes/Needles) Instruments: Used, disposable syringes and needles present security risks and potential health

hazards. They should be handled with extraordinary care to prevent injuries and the spread of infectious diseases such as hepatitis and HIV. In keeping with state and local health department standards and guidelines of infection control practice, ADOC health services personnel shall adhere to the following procedures:

1. Disposable needles shall not be recapped or purposefully bent, broken, cut, or removed from disposable syringes then manipulated by hand after use. However, in the dental operatory, the American Dental Association (ADA)-approved one handed scoop method or an approved manual recapper may be used.
2. Used disposable syringes, needles, scalpel blades, and other disposable sharp instruments shall immediately be placed into a puncture and tamper resistant sharps container located as close as practical to the area in which the sharps are used. There shall be no attempt to remove items from the sharps container after placement. Inmate access to these containers is prohibited.

**VI. DISPOSITION**

Any forms used will be disposed of and retained according to the Departmental Records Disposition Authority (RDA).

**VII. FORMS**

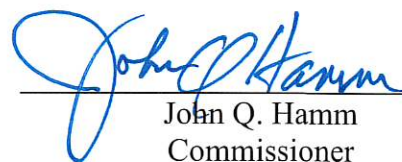
There are no forms prescribed for this regulation.

**VIII. SUPERSEDES**

This regulation supersedes Administrative Regulation 706, dated, December 5, 2005, and any changes.

**IX. PERFORMANCE**

- A. Code of Alabama 1975, Section 14-1-1.1 and 14-1-2
- B. American Correctional Association (ACA)  
Standards 5-ACI-1D-10.

  
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John Q. Hamm  
Commissioner