

6-16/050.00 Handling of Syringes and Needles

The following policy and procedures are set forth due to the danger of contamination from hypodermic syringes and needles typically found in the field. For further information, see MPP section 5-04/110.50, "Narcotic Evidence Special Handling."

The following procedures shall be followed when coming in contact with these objects:

- Syringes and/or needles containing substances or residue will not routinely be examined by the Scientific Services Bureau and should be disposed of in a "Sharps" container or other container authorized by the Narcotics Bureau captain
- When a syringe or needle containing a substance is seized in a case involving driving under the influence, narcotics cases within custody facilities, internal or special investigations, or other unusual cases, an examination of the substance may be requested
- Eva-Safe containers (Available through Central Supply, Item Number SH008TB) shall be made available at all station facilities for use by field personnel. These containers are designed to safely hold a hypodermic syringe. The sealing material both immobilizes the syringe, and prevents needle leakage of syringe contents. These containers are approved by the Center for Disease Control and Cal OSHA
- Syringes or needles retrieved from the field shall be carefully placed inside of the Eva-Safe containers. The contents shall be identified by a label (enclosed within the Eva-Safe container) with the deputy's name, employee number, date/time of contact, the suspect's name, the station, and the file number of the case. The packaging procedures are as follows:
 - Remove hexagonal cap and labels and set aside
 - Lay open tube on its side
 - Insert syringe into tube with needle toward closed end of tube
 - Replace hexagonal cap
 - Lift tube to vertical position. Tap tube several times on a flat surface to embed the needle into sealing material
 - Place Biohazard seal across cap and down the sides of tube
 - Complete information sticker and adhere to tube, making sure not to visually obstruct contents
 - If necessary, immobilize the syringe by placing crumpled tissue paper between the top of the plunger and the top of the container

Extreme caution shall be utilized when working with a syringe or needle. Plastic gloves shall be used when handling a syringe or needle. Care shall be taken to avoid skin puncture or any contact with fluid from a syringe or needle.

Any questions related to safe handling of syringes or needles shall be directed to the Scientific Services Bureau prior to handling.
