Saint Louis University Policy and Procedures for
Responsible Management of Personal Medical Syringes by Employees, Students, & Visitors
(August 5, 2015)

POLICY: Saint Louis University endeavors to provide a safe learning, work and residential environment for its students, employees and visitors to the campus. To help assure responsible management of personal syringes used for medical needs, it is the policy of the University to place sharps containers in buildings where the public may visit for extended periods of time and to make available to its students and employees appropriate sharps containers for personal use following medical use of syringes. To assure the safety of custodial staff, at no time are employees, students or visitors to place used syringes in regular waste receptacles, under any circumstance.

PROCEDURE:

A. Personal Sharps Containers for Employees and Students.

Personal sharps disposal containers for the medical needs of employees and students are made available at the following locations:

**Frost Campus: Student Health Center**
Marchetti Towers East – 1st Floor
3518 Laclede Ave, St. Louis, MO 63103-3398
Phone: 314-977-2323  Fax: 314-977-7165
Email: shc@slu.edu

**Medical Center Campus: Employee Health**
Saint Louis University Hospital – West Pavilion
3655 Vista Ave., Suite 116, St. Louis, MO 63110
Phone: 314-268-5499  Fax: 314-268-5490
Email: employeehealth@slu.edu

Containers are made available by visiting either location (whether an employee or a student), completing a brief form, and committing to returning the container to either location when nearly full to assure appropriate disposal and to obtain a replacement container. There is no cost to employees or students for this service.

B. High Public Use Buildings.

Permanently mounted locked sharps container receptacles are located in the restrooms of high public use buildings. These locations include the following:

- Busch Student Center (1st and 2nd Floors)
- Cook Hall (Lower Level)
- Salus Center (First Floor)
- Wool Center (First Floor)