

The Leamington United Mennonite Home and Apartments

**POLICY AND PROCEDURE**

<b>CATEGORY:</b> Administration	<b>SUBJECT:</b> Waste Management	<b>SECTION:</b> E <b>POLICY:</b> 4h
<b>DATE:</b> September, 2004	<b>Signature:</b> _____ ADMINISTRATOR	

**WASTE MANAGEMENT**

**POLICY:**

There shall be an organized program for waste management

**PROCEDURE:**

- A waste storage station shall be located within or adjacent to the Long-Term Care Facility and be constructed to keep out insects, rodents, birds and other animals. It shall be easily accessible to staff to ensure proper and timely disposal of garbage from the Long-Term Care Facility. It shall be located in an area which is easily accessible for any waste collection vehicles.
- Garbage shall be removed from the storage station twice weekly by a waste removal service contracted by the Home. Once this removal has occurred, the Home's maintenance staff will clean the garbage collection bins to ensure cleanliness and odor control are maintained.
- Recyclable materials shall be stored in appropriate recycle bins located within the Home and shall be collected once weekly by the Windsor-Essex Solid Waste Authority.
- Disposal of sharps and biological waste shall be done using approved waste containers and shall be disposed of by the Pharmacy contracted by the Home.