OpsAuditHub opsaudithub.com	DOC ID: **SAF-0161**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **OSHA 29 CFR 1910.1030 & EPA 40 CFR 259**	AUDIT FREQUENCY: **Daily Shift Log**

Medical Waste Disposal Log Daily Log Sheet

Operational Scope: This daily log establishes mandatory tracking and verification for regulated medical waste generation, containment, and transfer within healthcare facilities. Its primary objective is to mitigate biohazard exposure risks and ensure strict adherence to federal environmental and occupational health safety mandates.

MANDATORY PPE:	Nitrile Exam Gloves (ASTM D6319), Fluid-Resistant Disposable Isolation Gown, Splash-Proof Safety Glasses / Face Shield, Closed-Toe Fluid-Resistant Footwear, N95 or Surgical Face Mask
PREREQUISITES:	Verify proper functioning of intermediate waste storage area ventilation and lighting. | Ensure spill response kit and EPA-approved disinfectant agents are fully stocked and accessible.

CONTAINER INTEGRITY & PACKAGING VERIFICATION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Biohazard Red Bags**	Puncture-resistant, leak-proof red bags securely lined in designated containers, displaying the universal biohazard symbol without tears or overfilling past the 3/4 full line.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
2	**Sharps Disposal Containers**	Rigid, puncture-resistant, leak-proof sharps containers are locked, upright, and not filled above the designated fill line.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
3	**Trace Chemotherapy Waste Bins**	Yellow-segregated containers clearly labeled 'Trace Chemotherapy Waste' are intact, securely sealed, and free of leaks.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
4	**Pathological Waste Storage**	Pathological and anatomical waste containers are appropriately refrigerated if holding time exceeds regulatory thresholds.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

WEIGHING, LABELING & MANIFEST DOCUMENTATION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
5	**Waste Weight Recording**	Total weight of biohazard waste accurately measured in pounds/kilograms and logged against department origin.	**Standard**	[ ] PASS [ ] FAIL [ ] N/A
6	**Generator and Date Labeling**	All outgoing containers display permanent labels detailing generation facility name, address, and initial accumulation start date.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
7	**DOT Shipping Descriptions**	Hazardous materials description and UN numbers correctly documented for transport readiness.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A

STORAGE AREA SANITATION & CHAIN OF CUSTODY

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Secure Holding Area Access**	Medical waste temporary storage room remains locked and restricted to authorized personnel only to prevent unauthorized tampering.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
9	**Pest Control & Cleanliness**	Storage floors and walls are free from biological residues, pest evidence, and unpleasant odors, with daily washdown logs signed.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
10	**Transporter Hand-off Verification**	Licensed medical waste hauler credentials verified, and manifest signed by both facility agent and transporter driver.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A

Facility Environmental Services Technician Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Healthcare Facility Safety Officer Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

COMPLIANCE NOTICE: This document must be archived for a minimum of 36 months in accordance with OSHA and EPA recordkeeping guidelines.

DIGITAL INSPECTION UPGRADE: Run this audit on mobile/tablet, attach photos & automate compliance records. **Start Free Mobile Audit →**