

Appendix 2: Handing out Equipment Checklist & Contact Numbers

		YES/NO
1.	Adequate number of staff complete Declaration of competence (DoC), e-learning, CPPE Substance Misuse package and attend Turning Point training	
2.	Issue a range of free sterile needles & syringes and additional paraphernalia including supply of personal sharps bin	
3.	Encourage safe disposal of injecting equipment	
4.	Distribution of other appropriate harm reduction injecting paraphernalia	
5.	Consistent effort to maximise return of used injecting equipment proactively on a regular basis. A failure to return used equipment should never result in denial of further supply	
6.	The pharmacy contractor should ensure that their staff are made aware of the risk associated with the handling of returned used equipment and the correct procedures used to minimise those risks and staff should be offered through the employing pharmacy owner the opportunity to be vaccinated and have immunity to Hepatitis B	
7.	A needle stick injury procedure should be in place	
8.	The pharmacy should maintain appropriate records to ensure effective on going service delivery and audit	
9.	The pharmacy will allocate a safe place to store equipment and returns for safe onward disposal. The storage containers provided by commissioned clinical waste disposal service will be used to store returned used equipment	
10.	Appropriate protective equipment, including gloves, overalls and materials to deal with spillages, should be readily available close to the storage site	
11.	The frequency of waste collection should be agreed to ensure there is not an unacceptable build-up of clinical waste on the pharmacy premises.	
12.	The pharmacy should clearly display the national scheme logo or a local logo indicating participation in the service	

Contact Service – Wakefield Inspiring Recovery - **Turning Point** – 0300 123 1912 option 1