



TITLE:	HAZARDOUS DRUGS – EMPLOYEE INFORMATION AND TRAINING	POLICY 12.06
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Authority: WAC 296-842-16005  
WAC 296-824-300

**PURPOSE:**

Describes the employee information and training process when dealing with hazardous drugs.

**SCOPE:**

All nursing, housekeeping, maintenance staff.

**POLICY:**

The Personal Care Director/Director of Nursing (**PCD/DON**) is responsible for the employee training program in the hazardous drug control program (HDCP).

**PROCEDURE:**

All employees will receive general training on drug hazards during new hire orientation by the **PCD/DON**. Job-specific drug safety information will be provided by the Department Head during training. Routine refresher training on hazardous drugs will be provided at least once per year.

The **PCD/DON** will ensure that before starting work, each new employee of this facility will attend a health and safety orientation that includes the following:

1. An overview of the requirements contained in the Hazardous Drug Control Program.
2. Hazardous drugs present in the work area with reasonably determined occupational exposure.
3. Physical and health risks of the hazardous drugs.
4. The symptoms of exposure.
5. How to determine the presence or release of hazardous drugs in the work area
6. How to reduce or prevent exposure to hazardous drugs through use of control procedures, work practices, and personal protective equipment.
7. Steps the employer has taken to reduce or prevent exposure to hazardous



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drugs.

8. Procedures to follow if employees are exposed to hazardous drugs.
9. Location of the written hazardous drug control program.
10. For those tasks or procedures requiring employee use of respiratory protection: employees will receive the necessary training as described in WAC 296-842-16005. For respiratory protection.
11. Those employees that will respond to chemical emergency spills or releases, and will potentially conduct those operations where high levels of exposures to toxic substances could exist or pose a serious danger to employees will receive the appropriate level of training based upon their anticipated duties according to the Emergency Response rule, WAC 296-824-300, Training.

Before introducing a new hazardous drug with reasonably determined occupational exposure into the work area of this employer, each affected employee will be given an orientation as outlined above for the new drug.

All training will be appropriately documented and maintained with other employee training records.

**PROGRAM RESPONSIBILITIES:**

Person Care Director/Director of Nursing is the HDCP Program Administrator responsible for:

1. HDCP implementation
2. HDCP maintenance, review and updates
3. Ensuring all necessary personal protective equipment (e.g. gloves, gowns, masks) is provided and available in the appropriate sizes
4. Ensuring all necessary engineering controls (e.g. closed system transfer device or  
    a. controlled area) are properly maintained and used
5. Ensuring that employee HDCP training is delivered and documented by an adequate person.

The Program Administrator may delegate, with documentation, any of the above





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responsibilities to a designated person.

Those employees who are determined to have occupational exposure to hazardous drugs must comply with the procedures and work practices outlined in this HDCP.

**EMPLOYEE EXPOSURE DETERMINATION:**

This facility has determined that all employees in the following jobs may have occupational exposure to hazardous drugs during the normal course of their work:

**JOB TITLE DEPARTMENT/LOCATION:**

1. Personal Care Director/Director of Nursing
2. Caregiving staff

The following is a list of job classifications in which some employees at this facility that may have occupational exposure. Included is a list of tasks and procedures, or groups of closely related tasks and procedures, in which occupational exposure may occur for these individuals:

1. Housekeeping
2. Maintenance

**JOB TITLE DEPARTMENT/LOCATION TASK/PROCEDURE:**

1. General housekeeping
2. Moving/replacing appliances, furniture

**EXCEPTIONS:**

No exceptions to this policy may be granted without the prior written approval of the Director.

**SUPERCEDES:**

None



### Minimum PPE Required

**Universal (Green)** - handling and disposed of using normal precautions.  
**Low (Yellow)** - handle at all times with gloves and appropriate engineering controls.  
**Moderate (Orange)** - handle at all times with gloves, gown, eye and face protection (with splash potential) and appropriate engineering controls.

## Hazardous Drug Inventory Record

### Minimum PPE Required

**High (Red)** - double gloves, gown, eye and face protection in addition to any necessary engineering controls.

Inventory (for facility QA)

Dispensed/Common Drug Name (Formulation) & (NIOSH CATEGORY #)	Other Drug Name	Hazardous Toxicity	Tablet		Open Capsule	Additional Information
			Handling only - No alteration	Crush/Split		
			Minimum PPE Required	Minimum PPE required		
abacavir (susp) (2)	ziagen/epzicom/trizivir	genotoxic/carcinogenic	Low			
abacavir (tablet) (2)	ziagen/epzicom/trizivir	genotoxic/carcinogenic	Universal	Low		
aciclovir (capsule) (3)	soriatane	teratogenic/reproductive	Universal		Moderate	
anastrozole (tablet) (1)	arimidex	antineoplastic	Low	Moderate	High	
androd (capsule) (3)	methyltestosterone	teratogenic/reproductive	Universal		Moderate	
apomorphine (inj.sq) (2)	apomorphine	genotoxic	Moderate			
arthotec/cytotec (tablet) (3)	diclofenac/misoprostol	teratogenic/reproductive	Universal	Low	Moderate	do not open
astagraf XL (capsule) (2)	tiacrolimus	carcinogenic/teratogenic	Universal			
avordart (capsule) (3)	dutasteride	teratogenic/reproductive	Universal			Moderate
azathioprine (tablet) (2)	apomorphine	carcinogenic	Universal	Low	Moderate	
bicalutamide (tablet) (1)	casodex	antineoplastic	Low	Moderate	High	
brisdelle (capsule) (3)	paroxetine	teratogenic/reproductive	Universal			Moderate
caprelsa (tablet) (1)	vandetanib	antineoplastic	Low			
carbamazepine (suspension) (2)	tegretol	teratogenic/carcinogenic	Low			
carbamazepine (tablet) (2)	tegretol	teratogenic/carcinogenic	Universal	Low	Moderate	
carbamazepine ER (tablet) (2)	carbatrol/equatrol	teratogenic/carcinogenic	Universal			
clonazepam (tablet) (3)	Klonopin	teratogenic/reproductive	Universal	Low	Moderate	
clonazepam ODT (tablet) (3)	Klonopin	teratogenic/reproductive	Universal			
colchicine (capsule) (3)	colchicine	teratogenic/reproductive	Universal			Moderate
colcrys (tablet) (3)	colchicine	teratogenic/reproductive	Universal	Low	Moderate	
crizotinib (capsule) (1)	xalkori	antineoplastic	Low			do not open
cyclophosphamide (capsule) (1)	cyclophosphamide	antineoplastic	Low			High
cyclophosphamide (tablet) (1)	cyclophosphamide	antineoplastic	Low	Moderate	High	
cyclosporin (solution) (2)	sandimmune/neoral /gengraf	carcinogenic	Low			
cyclosporine (capsule) (2)	sandimmune/neoral /gengraf	carcinogenic	Universal			Moderate
cyclosporine (eye drops) (2)	restasis	carcinogenic	Low			
divalproex (tablet) (2)	depakote	teratogenic/reproductive	Universal			do not split/ crush
divalproex ER (tablet) (2)	depakote er	teratogenic/reproductive	Universal			do not split/ crush
divalproex sprinkle (capsule) (2)	depakote sprinkles	teratogenic/reproductive	Universal			Moderate



ella (tablet) (c...)	ulipristal	teratogenic/reproductive	Universal	Low	Moderate	High
emcyt (capsule) (1)	estramustine	antineoplastic	Low			High
estradiol (tablet) (2)	estradiol	carcinogenic/teratogenic	Universal	Low	Moderate	
estradiol (transdermal) (2)	estradiol	carcinogenic/teratogenic	Low			
estrogen, conjugated (cream) (2)	premarin	carcinogenic/teratogenic	Low			
estrogen, conjugated (tablet) (2)	premarin, prem-pro	carcinogenic/teratogenic	Universal	do not split/ crush		
estrogen/progesterone (patch) (2)	climara, combipatch	carcinogenic/teratogenic	Low			
estropipate (tablet) (2)	ogen	carcinogenic/teratogenic	Universal	Low	Moderate	
etoposide (capsule) (1)	toposar	antineoplastic	Low			High
exemestane (tablet) (1)	aromasin	antineoplastic	Low	Moderate	High	
fareston (tablet) (1)	foremifene	antineoplastic	Low	Moderate	High	
ferriprox (tablet) (2)	deferiprone	teratogenic	Universal	Low	Moderate	
finasteride (tablet) (3)	proscar	Reproductive	Universal	Low	Moderate	
fluconazole (injectable) (3)	diflucan	teratogenic/reproductive	High			only if reproductive risk - if not, universal
fluconazole (tablet) (3)	diflucan	teratogenic/reproductive	Universal	Low	Moderate	
fluorouracil (cream/solution) (1)	adrucil/carac/efudex /fluoroplex	antineoplastic	Moderate			chemo rated gloves
fluoxymesterone (tablet) (2)	fluoxymesterone	carcinogenic/teratogenic	Universal	Low	Moderate	
flutamide (capsule) (1)	flutamide	antineoplastic	Low			High
fospherytoin (Inj-III) (2)	cerebyx	teratogenic	Moderate			
fospherytoin (Inj-IV) (2)	cerebyx	teratogenic	High			
ganciclovir (Inj) (2)	cytovene	carcinogenic/teratogenic	High			
geodon (injection) (3)	ziprasidone	reproductive	Moderate			
gilenya (capsule) (2)	fingolimod	carcinogenic/teratogenic	Universal			Moderate
gleevec (tablet) (1)	imatinib	antineoplastic	Low	do not split/crush		High
hexalen (capsule) (1)	altretamine	antineoplastic	Low			High
hydroxyurea (capsule) (1)	droxia/hydra	antineoplastic	Low			High
icatifant (syringe/sq) (3)	firazyr	teratogenic/reproductive	Moderate			only if reproductive risk - if not, universal
jalyn (capsule) (3)	dutasteride/tamsulosin	teratogenic/reproductive	Universal			Moderate
lamuvudine/zidovudine (tablet) (2)	combivir	carcinogenic	Universal	Low	Moderate	
leflunomide (tablet) (2)	arava	carcinogenic/teratogenic	Universal	do not split/ crush		
letairis (tablet) (3)	ambisenitan	teratogenic/reproductive	Universal	do not split/crush		
letrozole (tablet) (1)	femara	antineoplastic	Low	Moderate	High	
leukeran (tablet) (1)	chlorambucil	antineoplastic	Low	Moderate	High	
leuprolide (injection) (1)	lupron depot/eigard/lupaneta	antineoplastic	Moderate/ High (syringe/vial)			High
lomustine (capsule) (1)	gleostine	antineoplastic	Low			
lysodren (tablet) (1)	mitotane	antineoplastic	Low	do not split/crush		High
matilane (capsule) (1)	procarbazine	antineoplastic	Low			High
medroxyprogesterone (tablet) (2)	provera	carcinogenic/teratogenic	Universal	Low	Moderate	
megestrol (susp) (1)	megace	antineoplastic	Moderate			
megestrol (tablet) (1)	megace	antineoplastic	Low	Moderate	High	



medication (k, d) (1)	alkeran	antineoplastic	L	Moderate	High
melphalan (k, d) (1)	alkeran	antineoplastic	Moderate		
mercaptapurine (susp) (1)	purimethol	antineoplastic	Low		
mercaptapurine (tablet) (1)	purimethol	antineoplastic	Low	Moderate	High
methotrexate (tablet) (1)	rheumatrex	antineoplastic	Low	Moderate	High
methylergonovine (tablet) (3)	methylergonovine	reproductive	Universal	Low	Moderate
multaq (tablet) (3)	dronedarone	teratogenic/reproductive	Universal	Low	Moderate
mycophenolate (tablet) (2)	cellcept	carcinogenic/teratogenic	Universal	do not split/ crush	
mycophenolic acid (pwd/recon) (2)	mycophenolic acid	carcinogenic/teratogenic	Moderate		
myleran (tablet) (1)	busulfan	antineoplastic	Low	Moderate	High
nevirapine (tablet) (2)	viramune	carcinogenic	Universal	Low	Moderate
nevirapine ER (tablet) (2)	viramune XR	carcinogenic	Universal	do not split/ crush	
nevirapine Susp (tablet) (2)	viramune	carcinogenic	Low		
nexavar (tablet) (1)	sorafenib	antineoplastic	Low	Moderate	High
oxcarbazepine (susp) (2)	trileptal	carcinogenic	Low		
oxcarbazepine (tablet) (2)	trileptal	carcinogenic	Universal	Low	Moderate
oxcarbazepine ER (tablet) (2)	oxtellar XR	carcinogenic	Universal	do not split/ crush	
panrelin (topical) (3)	allitretinoin	teratogenic/reproductive	Low		
paroxetine (tablet) (3)	paxil/pexeva	teratogenic/reproductive	Universal	Low	Moderate
paxil (suspension) (3)	paroxetine	teratogenic/reproductive	Low		
paxil CR (tablet) (3)	paroxetine	teratogenic/reproductive	Universal	do not crush/split	
phenoxybenzamine (capsule) (2)	dibenzylamine	carcinogenic	Universal		moderate
phenytoin (suspension) (2)	dilantin	carcinogenic/teratogenic	Low		
phenytoin (tablet) (2)	dilantin	carcinogenic/teratogenic	Universal	Low	Moderate
phenytoin ER (capsule) (2)	dilantin/phenytek	carcinogenic/teratogenic	Universal		do not open
progesterone (capsule) (2)	prometrium	carcinogenic	Universal		do not open
progesterone (intravaginal) (2)	first progest	carcinogenic	Low		
propylthiouracil (tablet) (2)	propylthiouracil	carcinogenic/teratogenic	Universal	Low	Moderate
propylthiouracil (tablet) (2)	propecia/proscar	carcinogenic/teratogenic	Universal	Low	Moderate
qudexy XR (capsule) (3)	topiramate	teratogenic/reproductive	Universal		Moderate
raloxifene (tablet) (2)	evista	carcinogenic/teratogenic	Universal	do not split/ crush	
rapamune (solution) (2)	sirolimus	carcinogenic/teratogenic	Low		
rebeto (solution) (3)	ribavirin	teratogenic/reproductive	Low		
revlimid (capsule) (2)	lenalidomide	teratogenic	Universal		do not open
ribavirin (capsule) (3)	ribaspHERE/moderiba/copegus/rebetol	teratogenic/reproductive	Universal		do not open
ribavirin (tablet) (3)	ribavirin	teratogenic/reproductive	Universal	do not crush/split	
risperdal (solution) (2)	risperidone	teratogenic	Low		
risperdal consta (injection) (2)	risperidone	teratogenic	Moderate		
risperdal M (dissolve tablet) (2)	risperidone	teratogenic	Universal	do not split/ crush	
risperidone (tablet) (2)	risperdal	teratogenic	Universal	Low	Moderate
sabril (pwd packet) (3)	vigabatrin	teratogenic/reproductive	Moderate		
sabril (tablet) (3)	vigabatrin	teratogenic/reproductive	Universal	Low	Moderate
sirolimus (tablet) (2)	rapamune	carcinogenic/teratogenic	Universal	do not split/ crush	



Drug Name	Formulation	Indication	Contraindications	Warnings	Precautions	Interactions	Adverse Effects	Special Populations	Other
spironolactone (tablet) (2)	aldactone		carcinogenic		Universal				
sprycel (tablet) (1)	dasatinib				Low				
sufent (capsule) (1)	sunifitimib		antineoplastic		Low				High
tabloid (tablet) (1)	thioguanine		antineoplastic		Low	Moderate			Moderate
tacrolimus (capsule) (2)	prograf		carcinogenic/teratogenic		Universal				
tacrolimus (topical) (2)	protopic		carcinogenic/teratogenic		Low				
tamoxifen (tablet) (1)	nolvadex/soltamox		antineoplastic		Low	Moderate			High
tarceva (tablet) (1)	erlotinib		antineoplastic		Low	Moderate			High
targretin (capsule) (1)	bexarotene		antineoplastic		Low				High
targretin (gel) (1)	bexarotene		antineoplastic		Moderate				chemo rated gloves
tasigna (capsule) (1)	nilotinib		antineoplastic		Low				High
temodar (capsule) (1)	temozolomide		antineoplastic		Low				High
testosterone (inj- IM) (3)	testosterone		teratogenic/reproductive		Moderate				only if reproductive risk - if not, universal
testosterone (transdermal- all forms) (3)	striant/testim/androgel androderm/fortesta		teratogenic/reproductive		Low				
testred (capsule) (3)	methyltestosterone		teratogenic/reproductive		Universal				Moderate
topiramate (tablet) (3)	topamax		teratogenic/reproductive		Universal	Low	Moderate		
topiramate sprinkle (capsule) (3)	topamax		teratogenic/reproductive		Universal				Moderate
topotecan (capsule) (1)	hycamtin		antineoplastic		Low				do not open
Tracleer (tablet) (3)	bosentan		teratogenic/reproductive		Universal	do not split/crush			
tretinoin (gel/cream) (3)	retin-A/renova/		teratogenic/reproductive		Low				
tronkendi XR (capsule) (3)	topiramate		teratogenic/reproductive		Universal				do not open
valcyte (sol - reconstitute) (2)	valganciclovir		teratogenic/carcinogenic		Moderate				
valganciclovir (tablet) (2)	valcyte		teratogenic/carcinogenic		Universal	do not split/ crush			
valproic acid (capsule) (3)	depakene		teratogenic/reproductive		Universal				Moderate
valproic acid (syrup) (3)	depakane		teratogenic/reproductive		Low				
victoza (inj) (2)	liraglutide recombinant		carcinogenic/teratogenic		Moderate				
voriconazole (IV) (3)	vfend		teratogenic/reproductive		High				only if reproductive risk - if not, universal
voriconazole (tablet) (3)	vfend		teratogenic/reproductive		Universal	Low	Moderate		
vorinert (tablet) (1)	pazopanib		antineoplastic		Low	do not split/crush			
warfarin (tablet) (3)	coumadin		teratogenic		Universal	Low	Moderate		
xeloda (tablet) (1)	capecitabine		antineoplastic		Low	Moderate	High		
zelboraf (tablet) (1)	vemurafenib		antineoplastic		Low	do not split/crush			
zidovudine (capsule) (2)	retrovir		carcinogenic		Universal				Moderate
zidovudine (solution) (2)	retrovir		carcinogenic		Low				
zidovudine (tablet) (2)	retrovir		carcinogenic		Universal	Low	Moderate		
ziprasidone (capsule) (3)	geodon		reproductive		Universal				Moderate
zirgan (Eye Gel) (2)	ganciclovir		carcinogenic/teratogenic		Low				
zolinza (capsule) (1)	vorinostat		antineoplastic		Low				High
zonisamide (capsule) (3)	zonegran		teratogenic/reproductive		Universal				Moderate
zytiga (tablet) (1)	abiraterone		antineoplastic		Low	do not split/crush			