



Sustainable Hospitals Program

A Project of the Lowell Center for Sustainable Production, University of Massachusetts Lowell

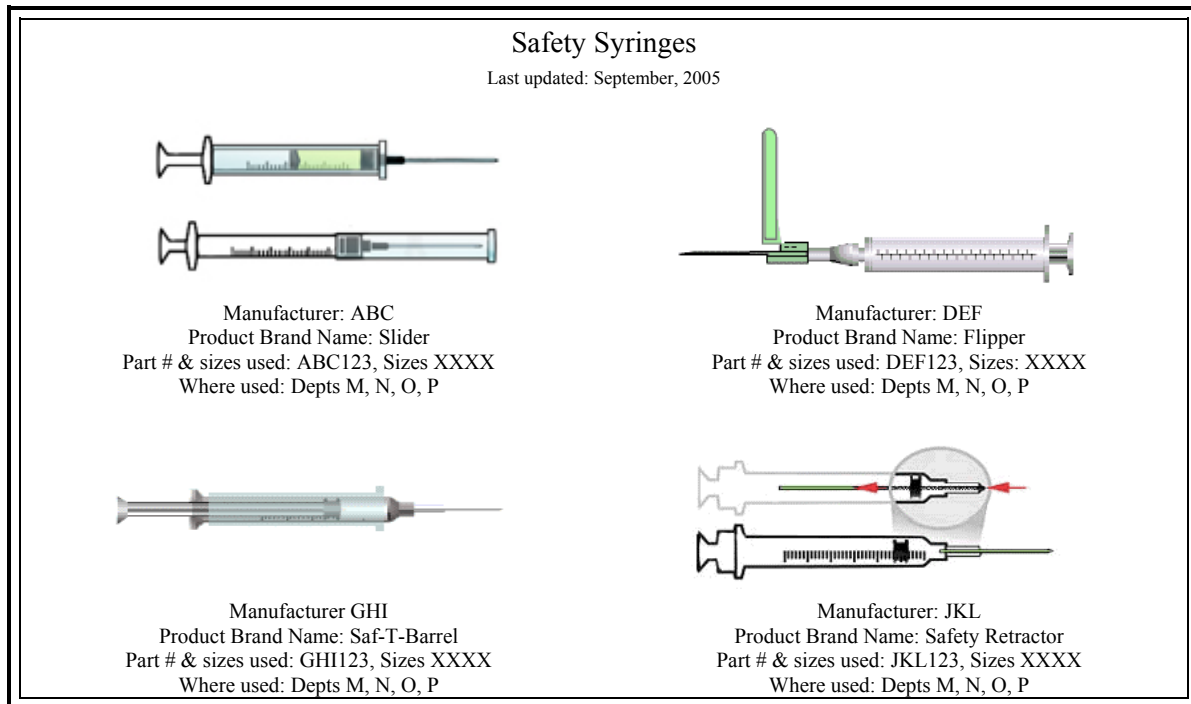
How (and Why) to Make a Display Board of Sharps Devices

An effective tool for a hospital is a display board of the sharps devices used in the facility or in a single department. In its simplest form, this can be a poster or series of posters containing a sample of each device and its packaging.

Why have a display? Sharps display boards can serve multiple purposes:

- Identify the breadth of sharps devices used throughout the hospital** A picture is worth 1000 words: A sample board provides a visual summary of actual products. Many hospitals are surprised when they recognize how many different products are in use. (Remember, having too many different devices is a risk factor for injury). This can promote communication and standardization across the hospital.
- Show different types of safety features** When device samples are displayed side by side, it is easier to compare and understand the different types of safety features.
- Facilitate training** Displays of actual products help in training new staff and can assure that all the available devices are covered during training. This also provides a forum for staff to suggest other devices they are familiar with.
- Help identify a device post-injury** Employee Health or Infection Control can maintain a display of devices so that when an injury occurs, a visual sample can help the injured clearly identify the device and explain how the injury occurred.

Figure 1. Example of a small display board



Note: Display board would use actual product samples. For this figure, product diagrams are from OSHA's eTools at <http://www.osha.gov/SLTC/etools/hospital/hazards/sharps/sharps.html>

How to make a display board:

<i>Steps</i>	<i>Considerations</i>
<p>1. Decide how the display will be used and if it will be organized by department or by type of device (e.g. blood collection, IV devices, etc). Displays used in a single department usually show all devices used in that department, while displays used in a central area – like employee health – are often organized into multiple display boards by device family that show all devices used throughout the hospital.</p>	<p>What will the display board be used for? E.g. Training? Injury documentation?</p> <p>Will display be used and mounted or shown in a single department?</p> <p>Will display be used hospital-wide, e.g. by Infection Control or Employee Health?</p>
<p>2. Make a list of all sharps used in the department or hospital^(Note 1) and routinely update it. The list will ensure that displays include all devices and will facilitate updating as devices are added or become obsolete.</p>	<p>Include device family/type, brand & product name, part number, sizes used, safety device or conventional device, where used, comments.</p>
<p>3. Collect a sample of each device, including its packaging.</p>	<p>Make sure the device safety feature is engaged and/or the sharp is protected to prevent injury!</p>
<p>4. Decide on the size of your sample board(s). Consider the number and size of the devices, how you plan to use the display boards, and where/how you will store or mount the display in between use.</p>	<p>Consider whether you'll want to use a frame to protect the edges of the board. If so, select a board size that fits a standard poster frame. If the boards will be moved frequently, consider sizing them to fit an artist's portfolio.^(Note 2)</p> <p><i>Poster-size boards (~24" x 36")</i> Good for showing a large collection of devices. Best in locations where the display can be wall mounted between uses. Not as portable as smaller boards.</p> <p><i>Small boards (e.g. 16" x 20")</i> Very portable. Easy to pass around during training and group discussions. Can only contain a limited number of samples. Good for grouping a single device family. Can be wall mounted or boxed between uses.</p>
<p>5. Select the sample board material.</p>	<p>Common materials include foam-core board, mat board, or a tri-fold display</p>
<p>6. Lay out the devices and packaging on the boards and group in logical clusters, for example, injection products all together. Each device should have its packaging placed next to it. Make descriptive labels.</p>	
<p>7. Securely attach products, packaging and descriptive labels to the board. Lightweight packaging and labels can be glued in place. Devices can be secured to the board with elastic loops, clear packing tape, or heavy duty Velcro.</p>	<p>Elastic loops or industrial-strength velcro allow devices to be removed for examination or replacement. (Use a small drill to make through-holes for elastic. Elastic is threaded thru and knotted on the back of the board, leaving a loop on the front to secure the device).</p>
<p>8. Utilize your display!</p>	

Note 1: See SHP Fact sheet "How to Make an Inventory List of Sharps Devices for Your Facility", available online at www.sustainablehospitals.org

Note 2: Standard frames and portfolio cases are widely available at office or art supply stores.