

# MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding effective the 19<sup>th</sup> day of **December, 2000**, in the Province of Nova Scotia

## BETWEEN

The Nova Scotia Department of Environment and Labour represented herein by the Minister of Environment and Labour hereinafter called "DEL"

## AND

The Pharmacy Association of Nova Scotia represented herein by the President hereinafter called "PANS"

## AND

Canadian Diabetes Association, Nova Scotia Division, represented herein by the Executive Director

### A. PURPOSE

The purpose of this Memorandum is to provide DEL, PANS, and the Canadian Diabetes Association, Nova Scotia Division, with a framework to implement a Residential Sharps Stewardship Plan (hereafter referred to as the Plan) for the safe management of residentially generated sharps (syringes, lancets and pen needles) in Nova Scotia.

This Memorandum recognizes that Government and the above mentioned stakeholders have successfully established a spirit of co-operation to develop a program for the safe management of residentially generated sharps.

This Memorandum also recognizes that a separate Memorandum of Understanding between producers of sharps and the Pharmacy Association of Nova Scotia (PANS) has been undertaken to assist pharmacies in the safe management of residentially generated sharps.

### B. PRODUCT STEWARDSHIP PRINCIPLES

As a component in an overall approach to address the challenges involved in the safe management of residentially generated sharps, product stewardship involves the constructive involvement of the parties to this Plan. It is also recognized that education is a key component to any stewardship agreement involving the management of used sharps.

The Parties can contribute to a stewardship agreement by:

1. Providing leverage to enable the safe management message to reach the entire audience of sharps users. Ongoing public relations is a critical feature in ensuring that the safe management process will succeed in the long term;
2. Maintaining an ongoing information scan and research and monitoring process to ensure that all pertinent information with respect to reduction and safe management is maintained.

3. Providing assistance to ensure the implementation and ongoing management of a Residential Sharps Stewardship Plan; and
4. Minimizing costs. Persons with diabetes bear a substantial cost burden to control their disease and it is imperative that cost increases as a result of the safe management of sharps do not result in unfair cost burdens.

### **C. ELEMENTS OF A RESIDENTIAL SHARPS STEWARDSHIP AGREEMENT IN NOVA SCOTIA**

A Residential Sharps Stewardship Agreement will include the following elements to ensure its success:

#### 1. Education and Information Process

Providing sharps users with the proper instructions for the safe management of sharps is integral to a successful program. The elements of an education and awareness campaign would include the following:

- I. Production and distribution of an information pamphlet and summary reminder;
- II. Pharmacy shelf reminder signs;
- III. Supply of information and instructions to pharmacists and clinics that support persons with diabetes;
- IV. Verbal communication with clients at pharmacies and clinics for persons with diabetes; and
- V. Media advertisement.

#### 2. Monitoring

The parties agree that it is appropriate to maintain a monitoring system that enables the parties to control the program costs. A well constructed monitoring system can identify costs and savings. The Memorandum applies to costs incurred, in an efficiently managed system as described below.

- DEL will annually review the effectiveness and performance of the system with PANS and the Canadian Diabetes Association, Nova Scotia Division.
- DEL will track quantities delivered for disposal. Monitoring will also occur to track the total number of sharps sightings and incidents at Material Recovery Facilities and processing centres.
- Pharmacies and Canadian Diabetes Association Supply Centres in Nova Scotia will track the quantity of containers distributed and returned.

#### 3. Collection, Storage and Safe Management

Upon delivery to a pharmacy or Canadian Diabetes Association Supply Centre in Nova Scotia, sharps containers will be packaged and stored for eventual safe and controlled management through municipal disposal sites.

#### 4. Supply of Sharps Containers

The supply of sharps containers is central to the Plan. The safe management of sharps cannot occur without the distribution of puncture proof containers complete

with instructions for its use.

**D. TERMS OF AGREEMENT**

1. This memorandum shall be non-lapsing, but will be subject to annual review. Changes to the terms, including those party to the Memorandum, may be proposed by the signatories but must be approved by all parties.
2. Actions and agreements made pursuant to this Memorandum are, or will be, attached as schedules, including the Residential Sharps Stewardship Plan.
3. To facilitate addition to appendices to the Memorandum, a document appended will be endorsed by a Director of Environment and Labour, PANS and the Canadian Diabetes Association, Nova Scotia Division.

\_\_\_\_\_  
Minister of Environment and Labour

\_\_\_\_\_  
Date

\_\_\_\_\_  
Pharmacy Association of Nova Scotia  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Canadian Diabetes Association  
Nova Scotia Division  
Executive Director

\_\_\_\_\_  
Date

**Schedule A**

**Residential Sharps Stewardship Agreement**

This Stewardship Agreement effective the **19th** day of **December, 2000**, in the Province of Nova Scotia

**BETWEEN**

The Nova Scotia Department of Environment and Labour represented herein by the Minister of Environment and Labour hereinafter called "DEL"

**AND**

The Pharmacy Association of Nova Scotia represented herein by the President hereinafter called "PANS"

**AND**

Canadian Diabetes Association, Nova Scotia Division, represented herein by the Executive Director

**A. PURPOSE**

The purpose of the Stewardship Agreement is to provide DEL, PANS, and the Canadian Diabetes Association, Nova Scotia Division with a legal framework to implement the Residential Sharps Stewardship Plan, hereafter referred to as the Plan, for the safe management of residentially generated sharps (syringes, lancets and pen needles) in Nova Scotia.

**B. A Solution for Nova Scotia**

The Plan will work as follows:

1. Specially designed needle disposal containers, with proper instructions, will be provided at no cost to sharps users at the point of sale in pharmacies.
2. Residential consumers will return the containers filled with used sharps to pharmacies and Canadian Diabetes Association Supply Centres in Nova Scotia.
3. Pharmacies and Canadian Diabetes Association Supply Centres will accept the contained sharps from residents.
4. Pharmacies and Canadian Diabetes Association Supply Centres will arrange for the delivery of the sharps to their region's municipal disposal site.
5. The disposal site operators will work with the pharmacies and the Supply Centres in their area to accept the sharps containers for disposal under a predetermined protocol.
6. Education materials will be developed to inform sharps users how to safely

dispose of their sharps.

All municipal disposal facilities have agreed to accept the collected residential sharps for safe disposal.

**C. TERMS OF AGREEMENT**

1. This Agreement shall be non-lapsing, but will be subject to annual review. Change to the terms, including those party to the Agreement, may be proposed by the signatories but must be approved by all parties.
2. PANS, in conjunction with its member pharmacies, will provide standard sharps containers for free to clients purchasing syringes, lancets and needles for residential use.
3. The Canadian Diabetes Association Supply Centres in Nova Scotia will provide standard sharps containers for free to clients purchasing syringes, lancets and needles for residential use.
4. PANS, in conjunction with its member pharmacies, will provide for the collection and storage of residential sharps containers in pharmacies. Pharmacies will arrange to have the sharps containers delivered to the region’s municipal disposal facility.
5. The Canadian Diabetes Association Supply Centres in Nova Scotia will provide for the collection and storage of residential sharps at its Supply Centres. The Canadian Diabetes Association will arrange to have the sharps containers delivered to the region’s municipal disposal facilities.
6. The Department of Environment and Labour, through the Resource Recovery Fund Board, will produce communications materials to initiate the Plan.

\_\_\_\_\_  
Minister of Environment and Labour

\_\_\_\_\_  
Date

\_\_\_\_\_  
President  
Pharmacy Association of Nova Scotia

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director  
Canadian Diabetes Association  
Nova Scotia Division

\_\_\_\_\_  
Date