



CITY OF PHILADELPHIA

DEPARTMENT OF PUBLIC HEALTH
Public Health Services
321 University Avenue, 2nd floor
Philadelphia, PA 19104

Office of Environmental Engineering

Telephone (215) 685-7342
Fax (215) 382-1210

Sir/Madam,

This letter has been sent to you on behalf of the Philadelphia Department of Public Health regarding handling and disposal of infectious waste. As I am sure you are aware, it is necessary that all containerization, storage, transportation, and disposal of this type of waste be designed to preclude any hazard to doctors, staff, patients, the community and the environment. Submission of a plan describing how your facility handles its infectious waste is a requirement of the City's Regulations Governing the Disposal of Infectious Waste from Hospitals, Health Care Facilities and Laboratories. I have enclosed a copy of the regulations for your review.

In accordance with these Regulations, each facility that generates medical waste must submit a plan for review by the Department to assure that these materials are properly handled. A one-time fee mandated by City Council Ordinance 591 covers the review of your infectious waste plan. This fee is determined as follows:

Single Practice (1-2 practitioners) -----	\$100.00
Multiple Practice (3 or more practitioners) -----	\$250.00
Clinics -----	\$250.00
Blood Banks -----	\$250.00
Laboratories and other Commercial Establishments -----	\$250.00
Institutions (hospitals, nursing homes, schools and corporate entities) -----	\$500.00

It is requested that the appropriate fee, payable to *The City of Philadelphia - EHS* in the form of a **money order** (we do not accept personal, business, or cashier's checks), be submitted with the plan. **Please contact me directly (LeighAnne.Rainford@Phila.gov) if you wish to pay the fee online.** Please keep in mind that if you have multiple practice locations and the plans for each are identical, one plan, one fee, and a list of locations may be submitted. Please send the completed plan, along with the appropriate payment to:

Philadelphia Department of Public Health
Environmental Engineering Office
321 University Ave 2nd floor
Philadelphia, PA 19104

An instruction sheet for completion of this form is enclosed for your convenience. Should you require additional assistance, please contact me at 215-685-7497.

Best regards,

Leigh Anne Rainford, MPH
Program Administrator
Environmental Health Services
Philadelphia Department of Public Health