



Dental Facility Checklist

Date: _____



- Properly install amalgam separator and record: manufacturer's model number, unit specifications, date unit was placed in service, and number of chairs serviced by the separator, keep manufacturer's operating manual available in physical or electronic form (*keep record for the life of the separator*).
- Send NYSDEC Waste Amalgam Compliance Report to the local sewage treatment works or sewer authority by October 12, 2020 (*keep a copy for your records*).
- Designate a folder/file for all records pertaining to amalgam separator (*maintenance records must be kept for a minimum of 3 years*).
- Have a copy of **Best Management Practices for Amalgam Handling and Recycling at Dental Facilities** available to educate staff on rules and regulations.
- Place amalgam waste (*i.e. extracted teeth with amalgam restorations, chair-side traps and screens, vacuum pump filters, excess dental amalgam mix, used "empty" pre-encapsulated amalgam capsules*) in a structurally sound, air-tight, leak-proof, labeled container for mercury recycling (**NEVER place with medical (RED BAG) waste.**)
- DO NOT** store contact and non-contact amalgam waste for more than one year from start date of accumulation.
- Disinfect dental contact amalgam waste with appropriate disinfectant. **DO NOT use a method that utilizes heat or bleach.**
- Spent (untreated) fixer from x-ray film development is properly managed on-site and **NOT disposed of down the drain.** Treated fixer can be disposed of down the drain.
- Recycle x-ray lead foil.
- Have a designated folder/file of records/receipts for recycling of all amalgam waste, spent x-ray fixer, and lead foil (*must be kept for a minimum of 3 years and include the name of the company, type and amount of waste recycled*).