

Institutional Animal Care and Use Committee

THE UNIVERSITY OF MISSISSIPPI MEDICAL CENTER

POLICY STATEMENT

Signage for Hazardous Studies - Instructional Guidelines regarding posting of Appropriate Signage

Purpose: To provide recommendations with regard to appropriate signage on or in animal procedure rooms including investigator labs in which identified hazardous materials are used or exist.

Background: The IACUC protocol form identifies animal studies utilizing hazardous materials: chemical toxins, radioactivity, and biohazards. Each of these hazards has a Safety Officer who reviews all submitted IACUC protocols for hazards. Radiation and biohazards each have a University committee that reviews and approves their use. The Radiation Safety Committee (RSC) and Institutional Biohazards Committee (IBC) have universal signage specific to use of radioactivity or biohazards. These signs are attached to the door or next to the door of the room where the hazard is present. Universal signage for the use of chemical toxins does not exist. While it is recognized that the laboratory personnel should know that a hazard is being used in a room and what precautions should be taken, other people, such as fire fighters, housekeeping or members of the laboratory animal facility, may not know. Therefore, in order to alert and protect personnel entering animal rooms in which hazards are being used, rooms should be clearly marked as to the nature of the hazard present.

Radioactivity

The room must be posted by Radiation Safety before initiation of the study. All areas within the posted room are restricted unless otherwise noted by the Radiation Safety Officer (RSO). Once the studies are finished and the use of radioactive materials is no longer required a request can be made for the RSO to come decommission the lab and remove the signs.

Chemical Toxins

A sign must be placed on the outside of the door or next to the door that indicates that a chemical toxin is being used in the animal room. The sign must provide:

- a) Investigator's name and contact information
- b) Chemical toxin being used
- c) Details for specific requirements for the use of PPE when handling animals
- d) Appropriate disposal of waste.

The sign should be used :

- 1) after review of the Chemical Safety Officer and
- 2) only when the toxin is actually being used.

At the time of protocol review when hazardous chemicals not previously noted to the Laboratory Animal Facilities (LAF) are recognized, the LAF in consultation with Environmental Health and Safety will develop signage for posting.

Biohazards

A sign must be placed on the outside of the door or next to the door that indicates that a biohazard is being used in the animal room. The sign must provide:

- a) Biosafety level
- b) Investigator's name and contact information
- c) Biohazard present (identity of the biohazard present)
- d) Details for specific requirements for the use of PPE when handling animals or entering room
- e) Any procedures required for exiting room
- f) Appropriate disposal of waste.
- g) Required immunizations

The sign should be used :

- 1) if box A on Item 11 (Biohazard) is checked and
- 2) when the biohazard is reasonably expected to be present

A biohazard sticker containing agent information and infection date should be placed on the animal cage.

At the time of protocol review when a biohazard not previously noted to the Laboratory Animal Facilities (LAF) is recognized, the LAF in consultation with Environmental Health and Safety will develop signage for posting.

Additional considerations

A sign posted on the outside of the door may be sufficient to inform people that a hazardous material is in use in the room. However, consideration should be given to whether the item(s) in the room should be labeled as well. For example, if the hazard is injected into the animal and ends up in the bedding a sticker indicating that the cage contains hazardous agents should be placed on the cage. Another example is if a toxin is given via a water bottle. In those cases the water bottle should be labeled also.

It is the responsibility of the Principal Investigator to give notification to the Laboratory Animal Facilities main office (ext. 4-1385) prior to beginning a study involving the use of hazards. For studies involving the use of chemical or biological hazards the PI must schedule a meeting with the LAF and EHS prior to beginning the study.

These guidelines will be sent to investigators with approved protocols in the hazardous category. When any new "hazardous study" is approved, the guidelines will accompany the protocol approval letter.

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