

**BURRELL COLLEGE
OF OSTEOPATHIC MEDICINE
POLICY MANUAL**

SECTION: Research

BCOM Policy 7102

TOPIC: Hazard Communication

Approval Date: 08/22/18

Revised:

Approved: Signature on File
Dean

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PURPOSE

Exposure to chemical or biohazardous agents in the workplace may represent a health concern. This policy endorses efforts which ensure identification and safe handling of chemical and/or biohazardous materials for employees, students, volunteers and visitors participating in BCOM sponsored and work related activities.

SCOPE

This policy applies to all BCOM employees, students, and volunteers who work in College owned or leased laboratories, instructional areas, and laboratory support areas where biological, chemical or physical health hazards are present.

This policy does not apply to chemicals or products that fit the following:

- Articles which are formed to a specific shape or design during manufacturing and which do not release or result in exposure to toxic substances under normal conditions of use.
- Products intended for human consumption. Retail and cafeteria food sale operations. Food, food additives, alcoholic and non-alcoholic beverages, drugs prescribed for human use, or cosmetics, exclusive of the aforementioned agents being used for research purposes.

RESPONSIBLE OFFICIAL(S):

President, Vice President for Administration, Dean, Assistant Dean for Research, Directors, Faculty, Staff

DEFINITIONS

Hazardous Material: any item or agent (biological, chemical, and/or physical) which has the potential to cause harm to humans, animals, or the environment either by itself or through interaction with other factors.

Hazard Assessment: a process that is intended to provide employees, students, volunteers, and visitors with information about potential health issues associated with their work or learning environment as well as recommend control measures so that they can make an informed decision about their continued work or learning activities either alone or in consultation with a qualified health care provider.

Hazard Mitigation: the sustained effort to reduce or eliminate the risk associated with exposure to hazardous agents.

Personal Protective Equipment: Personal protective equipment, commonly referred to as "PPE", is equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses. Personal protective equipment may include items such as gloves, safety glasses and shoes, lab coats, earplugs or muffs, hard hats, respirators, coveralls, and full body suits.

Safety Data Sheet (SDS): a document that contains information on the potential health effects of exposure to chemicals or other potentially dangerous substance, and on safe working procedures when handling chemical products.

MSDS Online: an online SDS database used by BCOM to track chemicals or other potentially dangerous substances. MSDS online is available to all BCOM faculty, staff, and students through the MYBCOM.org portal.

Institutional Biosafety Committee (IBC): the BCOM committee authorized to provide oversight, administration, and review of College procedures involving recombinant or synthetic nucleic acids molecules, microorganisms, biologic toxins, and other biologic or chemical agents which may pose a threat to humans, animals, plants, or the environment.

POLICY

BCOM will maintain a hazard communication program that complies with 29 CFR 1910, the recommendations of the CDC *Biosafety in Microbiological and Biomedical Laboratories*, 5th Ed., the NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acids, and other regulations or guidelines as appropriate. BCOM requires that all areas presenting a hazardous agent risk be labeled with appropriate signage that identifies the hazardous risk. Designated area managers are responsible for maintaining Safety Data Sheets, risk assessment, risk mitigation, and defining what personal protective equipment (PPE) should be worn in the areas that they have responsibility over. BCOM will provide appropriate PPE for individuals authorized to enter hazardous areas. Individuals entering the hazardous areas are responsible for being aware of signage and donning appropriate personal protective equipment. Access to areas with hazardous agents may be restricted on the basis of a hazardous agent risk assessment.

BCOM cannot mandate that an employee or student provide notification of health status (e.g., immune status, allergies, etc.) or conditions such as pregnancy or planned pregnancy. It is strongly recommended that employees, students, and volunteers do provide notification to the responsible laboratory supervisor, research advisor, faculty, or staff member so that appropriate hazard mitigation can be offered. Area directors are responsible for developing a hazard mitigation plan for the employee, student, or volunteer.

The College recognizes that not all chemicals stored or used in its special environments are uniformly toxic. However, the College has determined that any student, faculty, staff or volunteer who is pregnant, lactating, uncertain of their current pregnancy status, or is contemplating becoming pregnant in the near-future shall not be permitted to enter the gross anatomy lab or any other facility where hazardous chemicals or other toxic materials are being used. The College is prepared to provide comparable learning experiences where such is feasible and special environment participation is a significant element of the curriculum. (Reference 2018-19 BCOM Student Handbook).