General safety procedures:

1. Access to the laboratory is limited to staff, or other persons with permission of the Course Director, when work with BSL-2 pathogens is being conducted.

2. All personnel must be screened by Employee Health and Wellness before working with potentially infectious materials, including fresh, unfixed, human specimens. Any available vaccinations which would reduce the risks associated with exposure to any of the agents in the protocol must be offered to all personnel or a signed waiver must be obtained by the Course Director.

3. Persons who are at increased risk of infection, or for whom infection may have serious consequences, must not be allowed to enter the laboratory when work with infectious agents are in progress.

4. All persons entering the laboratory must be advised of potential hazards. Laboratory workers must be trained and made aware of the hazards and appropriate safety precautions before working with any of the biological agents.

5. Spills and accidents that result in overt exposures to infectious materials must be immediately reported to the Course Director and appropriate medical evaluation must be provided.

6. Laboratory staff must not eat, drink, smoke, handle contact lenses, chew gum, or apply cosmetics in laboratory.

7. Food or drink for human consumption or utensils or cups must stored outside laboratory work area in refrigerators designated for that purpose only.

8. The following protective attire must be used for all procedures:
   a. Gloves
   b. Scrubs
   c. Disposable gowns with cuffed wrists
   d. Disposable shoe covers
   e. Face protection (goggles, mask, face shield, or other splatter guard)

9. Contaminated gloves must be changed IMMEDIATELY. Under NO CIRCUMSTANCES will gloves be reused.

10. Laboratory staff must wash hands after handling infectious materials, after removing gloves, and before leaving the laboratory.
11. All protective clothing (gloves, gowns, shoe covers, face shield) must be removed before leaving the laboratory and going to non-laboratory areas (cafeteria, library, administrative areas). Disposable protective covering is for single use only and should be placed in biohazard waste disposal. Face shield should be placed with other procedure equipment for disinfection.

12. Protective clothing must be disposed of in the laboratory, it must NEVER be taken home!

13. All work surfaces must be decontaminated at the completion of work, at the end of the day, and after any spill or splash of viable material according to attached procedures.

14. Laboratory equipment, surfaces and other contaminated materials must be decontaminated with an effective disinfectant on a routine basis, after work with infectious materials is finished, and especially after overt spills, splashes, or other contamination according to attached procedures. Equipment must be decontaminated before removal from the laboratory (for repair maintenance or other purposes).

15. Cadaver tissue must not be removed from the anatomy lab facilities for any reason.

16. Laboratory doors must be locked when the laboratory is not occupied.

17. Spaces between benches, cabinets, and equipment must be kept accessible for cleaning.

18. Eyewash must be flushed at least monthly and kept clear of obstructions.

19. All personnel must know the location of the nearest safety shower and must ensure that area under the shower is kept free of obstructions.

**Cadaver storage procedures:**

1. Cadaver specimens will be stored in well-labeled containers.

2. Cold rooms and freezer rooms where cadavers are stored will only be accessible by authorized personnel.

3. Cadaveric specimens are never to be left uncovered when not in use. They are to be covered or placed in refrigeration until the next use.

4. Upon completion of the cadaver dissection, all tissue will be placed with the cadaver in its original container and stored until cremation according to anatomy lab procedures.

**Disinfection and disposal procedures:**

1. Work surfaces and instruments will be disinfected following each procedure and after any spill.

2. A freshly diluted 10% bleach solution (v/v) will be applied to all surfaces and allowed to air dry for 30 minutes.

3. Any liquid wastes will be treated with a 10% bleach solution for 30 minutes prior to final disposal in the sewer system.
Spill procedures:

1. Small spills (less than 500cc): liquid will be absorbed with paper towels, which will then be placed in a biohazard waste container for disposal. The area will be wiped with freshly diluted 10% bleach solution (v/v) and allowed to air dry for 30 minutes.

2. Large spills: the Course Director and the biosafety office will be notified of large spills (greater than 500cc)

Incident/Exposure Procedures:

1. For cuts, punctures, wounds, wash the exposed area thoroughly with soap and running water. Use non-abrasive, antibacterial soap if possible.

2. If blood/fluids is splashed in the eye or mucous membrane, flush the affected area with running water for at least 15 minutes.

3. Any personnel with overt exposure should be taken to Employee Health and Wellness and/or the ER for immediate (<1 hour) post-exposure medical intervention and monitoring.

4. Any overt exposures of personnel to biological agents will be reported to the Course Director and the Biosafety Officer (1-2663) as soon as possible.