

**FORM H: Revised 4/09
2009-2010
General Safety Information
For Minors with Potential Exposure to
Industrial Hazards**

The Health Center has a policy on minors in the workplace that will be found on page 180 of the UCHC Phone Book and in the "Safety" shared e-mail folders. In addition, for employees that are under 18 years of age, there are also special Connecticut and Federal regulations that apply ***if the minor student receives compensation for the scheduled activity.***

Guidance follows on how to comply with these regulations and others so that laboratory risks are appropriately reduced while allowing the participants to fully benefit from this important program/grant.

- All participants in this program must receive UCHC Laboratory, Radiation and Bloodborne Pathogen Training before assignment to the host or doing work in the host's laboratory. Radiation Safety and Bloodborne Pathogen Training is given as informational with the qualification that work with human materials/infectious agents, radioactive materials and radiation producing equipment (i.e., x-ray) is not permitted except with advanced coordination and prior written approval of the Research Safety Office or the Radiation Safety Committee, as appropriate (this approval is not necessary just because a laboratory works with these materials, the approval is necessary when the program participant works with such materials or will have such potential exposures).
- All participants must have a signed parental consent on file prior to assignment to the laboratory. This consent must be based on the parent(s) being informed about the type of work that will be done, the laboratory risks, and controls that will be taken to reduce these risks. The Office of Research Safety will be responsible for keeping on file the parental consent.
- The host (P.I. and P.I.'s staff) will need to accept responsibility for the supervision of the participant. Work with chemicals should be limited to those the host has authorized. Such use needs to be in accordance with the safety practices outlined by the host to the participant and the UCHC Chemical Hygiene Plan (available on the UCHC Web Homepage and from the Research Safety Office).
- The CT Labor Department (Workplace Conditions) will pre-inspect the laboratory ***if the student is compensated for the activity.*** The inspector will be accompanied by a representative from the Research Safety Office. ***Allow a minimum of 6 weeks lead time if the lab requires a DOL inspection!*** The focus of this inspection will be to insure that good safety practices are in place. Prior to the inspection, the P.I./P.I. staff should take a critical look, with the assistance of the Office of Research Safety (x2723), at the laboratory to insure among other issues:
 - good housekeeping
 - gas cylinders secured
 - eyewash functioning
 - electrical hazards eliminated
 - flammables properly stored inside cabinets
 - other chemicals properly stored
 - personal protective equipment availability (laboratory coats, safety glasses/goggles, faceshield, etc.)
 - personal hygiene (soap, paper towels, etc. for handwashing)
- If radioactive materials are in use when the participant is present, an individual knowledgeable about its use should be present.

- When the participant arrives, the attached P.I.'s Checklist should be completed with the participant whether the minor is compensated or not.

Attachment

Safety Checklist for Minor (Student or Volunteer) With Potential Exposure to Industrial Hazards

Minor Name: _____ DOB: _____

Is Minor a Volunteer or Student? _____

If Student, what is source school? _____

P.I. / Preceptor Name: _____ Written Initials: _____

FORM H: Revised 4/09 2009-2010

Action Item	Employee's Initial	P.I. Initials Indicating Completion
1. Minor attends Laboratory Safety, Bloodborne Pathogen and Radiation Safety Training during their initial orientation. Have them verbally acknowledge this and ask if they have any questions.		
2. Outline to the participant the work restrictions* that include: <ul style="list-style-type: none"> a. Use of autoclaves b. Disposal of hazardous wastes, except as directed by P.I. c. Work with hazardous chemicals except for those used in the quantities and manner approved by the P.I. d. Activities or work with unfixed human materials and other potentially infectious materials that could result in potential exposure (splash, contaminated sharps, etc.) irrespective of any personal protective equipment use e. Use of lasers or systems containing lasers f. Work with radioactive materials and/or radiation producing equipment (i.e., x-ray) g. Other Departmental restrictions <p>* In some cases restrictions d, e and f may be removed or modified. This takes advanced coordination and written approval by the Research Safety Office or Radiation Safety Committee, respectively.)</p>		
3. Outline location and use of emergency eyewash and location of emergency shower (without shower activation). Stress that in case of contact with a hazardous material, flush that body area with copious amounts of water.		
4. Brief minor on emergency evacuation procedures, the location of the laboratory assembly point and the dialing of x7777 for emergency assistance.		
5. Brief minor that in case of a spill that they are: to minimize their exposure, not clean it, and promptly seek assistance from the P.I./Preceptor staff.		
6. Provide at no cost to the minor appropriate personal protective equipment. In many cases, this may be only a clean laboratory coat that can be sent to a UCHC paid laundry service when dirty and ANSI approved safety glasses with sideshields (available from the Warehouse, item #85613 at \$1.66). The participant should not be doing tasks with potential for a liquid splash of hazardous materials. Thus, the need to issue safety goggles would not normally be anticipated.		
7. Gloves, outline when and what gloves to use and provide these at no cost.		
8. Emphasize that no food or drink is allowed in laboratory areas where chemicals, radioactive materials and human materials/infectious agents are used.		
9. Outline their authorized activities and work, the potential risks and the procedures and equipment that must be followed to minimize those risks. Specific items covered may be listed below. _____		
10. Designate yourself (and a staff member if possible) as responsible for supervising the minor and answering questions.		
11. Outline the UCHC mandates for prompt reporting of any injury or exposure that may effect health. The minor must report this BOTH to the P.I. / Preceptor and by phone to Human Resources (Ann Smith x2523 or Sandy Kressner x3419) or Susan Manzi at x 2826 if the minor is a volunteer). Medical evaluation would be by Employee Health Service (3 rd floor, Dowling North, M-F, 8:00 AM – 5:00 PM) or for emergencies and at other times the Emergency Department.		

Keep copy of form in student file, return original form to the Research Safety Office

MC 3930

8/13/01 (safetymin.doc) Rev. 6/06, 6/07, 4/08, 4/09

