

University of Louisville Minors in Laboratory and Animal Facilities Policy

Purpose

This policy outlines when it is permissible for minors to work or conduct research in laboratories and/or animal facilities and identifies the responsibilities of Principal Investigators/Faculty/Sponsors/Supervisors and Department Heads for minors working or conducting research in laboratories and/or animal facilities. Adherence to this policy minimizes exposure of minors to chemical, physical, biological, animal, and radiation hazards.

Scope

This policy includes all University of Louisville ('University') clinical laboratories, research laboratories, and animal facilities, and covers any persons under the age of 18 including students (unless enrolled as a University student), employees, and volunteers. Minors under the age of 14 may not enter laboratories and/or animal facilities except when part of an approved University program designed for youth under age 14 or a tour approved by the PI/Supervisor of the laboratory or animal facility.

Minors who work in any capacity with animals must be added to an Animal Care and Use protocol currently approved by the IACUC. Minors who are students must review the Periodic Animal Contact Health Survey. IACUC Level II training appropriate to the species of animal handled is mandatory. Contact the Comparative Medical Research Unit (CMRU) 852-4605 for help with these items.

Laboratories and animal facilities must be in compliance with all applicable federal, state, local, and University environmental health and safety regulations to allow minors to work within their facility.

Definitions

- a. Minor: Any person under the age of 18.
- b. Laboratory: Any room, suite, or part of a building used to conduct research, academic, animal, clinical, other technical work or scientific experimentation which may pose potential chemical, physical, biological, or radiation hazards.
- c. Animal facility: Any University property where animals are housed or used for research purposes.
- d. CDC/USDA Select Agent or Toxin: Biological agent or toxin listed in 73 CFR part 4 and 9 CFR part 121.4.
- e. Visitor: Any person who enters a laboratory or animal facility with the express or implied invitation of the laboratory director or supervisor.
- f. Volunteer: Any person who freely and willingly provides services to the University for civic, charitable, or humanitarian reasons without promise, expectation, or receipt of compensation.

Responsibilities

Supervision

- The PI/Lab Supervisor/Sponsor is responsible for the health and safety of minors working in his/her laboratory. This includes the provision for and enforcement of correct use of engineering controls, work practices, and personal protective equipment (PPE).
- The PI/Lab Supervisor/Sponsor may delegate daily supervision of minors to trained and knowledgeable lab personnel. However, the PI retains primary responsibility for providing a safe and healthy work environment.
- The Minor/Minor's Guardian is responsible for:
 - a. Thoroughly reading and understanding the consent form and the Minors in Laboratories and Animal Facilities Policy.
 - b. Thoroughly reading and understanding the written description of the minor's research project, the risks involved, and the steps to minimize exposure to those risks. Minors must understand and comply with all relevant safe operating procedures, policies, and plans.
 - c. Completing all training prior to beginning laboratory activities.
 - d. Complying with all safety standards and practices as provided in training.
 - e. Wearing all required personal protective equipment.

Training

- i. Lab-Specific or Animal Facility-Specific Training: Minors working in laboratories or animal facilities must complete all appropriate safety training before beginning work with hazardous materials. The PI is responsible for ensuring minors complete lab-specific training that includes review of the specific hazards that exist in the lab and the procedures, equipment, and resources available for working safely with these hazards.
- ii. DEHS-Provided Training: The PI is responsible for ensuring minors complete all applicable DEHS training prior to beginning any laboratory activity. For training requirements and information see <http://louisville.edu/dehs/training>
- iii. Hazard Assessment for Personal Protective Equipment Training: <http://louisville.edu/dehs/occup-health-safety>

Documentation

The PI/Sponsor intending to have minors work in their lab is responsible for preparing the [Visiting Student and Minors Consent Form](#), which shall include a project description with emphasis on potential chemical, biological, and physical hazards and applicable hazard mitigation techniques.

Procedures

Prohibited Activities

If the proposed work includes hazards addressed in this table, contact DEHS 852-6670 for more information.

Hazard	Prohibited Activity
Biohazardous materials	Entering a BSL-3 or ABSL-3 lab or working with Risk Group 3 materials (associated with serious or lethal human disease for which therapeutic interventions may be available).

	<p>Working with:</p> <ul style="list-style-type: none"> • Unfixed human cells, tissue, and blood known to be infectious, oncogenic, or genetically engineered to express a toxin with an LD50 < 100ng. • Unfixed cells, tissue, and blood from Macaque species that may be infected with Herpes B virus. • Any cells or tissues that are oncogenic or genetically engineered to express a toxin with an LD50 < 100 ng. • Toxins with an LD50 < 100 ng. • Sheep, goats, and field studies involving wild animals and birds (excludes mice/rats purchased from vendors). • CDC/USDA Select Agents or Toxins.
Chemicals	<p>Working with highly hazardous chemicals: air-reactive or water-reactive chemicals, toxic or corrosive compressed gases, carcinogens, reproductive toxins, or highly (acute) toxic chemicals.</p> <p>Entering a laboratory where explosive chemicals are used or stored.</p>
Lasers	Use of Class IIIB or IV lasers.
Radioactive materials	Use of radioactive material or x-rays.
Packaging and shipping of hazardous materials	Packaging and shipping of biological samples, chemicals, dry ice, and radioactive materials.

Guidelines and Best Practices

1. Never work alone in any laboratory environment.
2. Follow the instructions of the sponsor or laboratory supervisor at all times.
3. Report any accident (regardless of severity) immediately to the sponsor or laboratory supervisor.
 - a. Includes chemical exposure, needle stick injury, skin laceration, etc. If non-life threatening, call Campus Health Services 852-6446 for assistance with reporting requirements. The PI must notify the minor's parent/guardian immediately.
4. Wear all applicable personal protective equipment (including long pants/skirt and close-toed shoes) as directed and dispose of it appropriately.
5. Wash hands with soap and water prior to leaving any laboratory area.
6. Do not eat, drink, chew gum, apply lip balm, or touch contact lenses while in any laboratory environment.
7. Tie back long hair.
8. Ask questions about any materials, equipment, and safety requirements prior to beginning work.