



# POLICY MEMORANDUM

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## Policy No. 20      **REQUIRED TRAINING FOR USE OF BIOHAZARDS IN LABORATORIES**

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March 20, 2014

The purpose of this policy is to provide concise direction for training researchers in matters of safety responsibility, pollution prevention, and the minimization of occupational risk regarding lab operations conducted at the School of Medicine that use biohazardous materials.

Biohazardous materials include materials of biological origin in a laboratory or medical setting and that presents a potential risk to human health or cause deleterious effects. Common categories of biohazardous materials are:

- All sharps and specimen containers
- Tissue/cell culture products
- Bacterial and virus cultures
- Antibodies
- Proteins that have been produced in a laboratory
- Bodily fluids and tissues (animal or human)
- Specimens known to (or reasonably expected to) contain human pathogens.

Principal Investigators and supervisors are responsible for ensuring all individuals working in SOM laboratories ("laboratory workers") are adequately trained according to the level of hazards associated with each particular project and in proper handling techniques, personal decontamination, and basic equipment decontamination appropriate for the materials used in their labs.

At a minimum, all laboratory workers shall complete two specific trainings:

1. Hazardous Materials Management Training provided by the UMKC Environmental Health and Safety (EHS) Office, and
2. Training from the Collaborative Institutional Training Initiative (CITI) online provided by University's CITI membership. The required CITI training for SOM laboratory workers shall be completed every two years. The required CITI courses are:
  - a. Training for Investigators, Staff and Students Handling Biohazards (initial training)
  - b. Basic Intro to Biosafety (refresher course completed every two years thereafter)

The SOM Hazardous Materials contact person (designated by EHS and SOM) shall compile and maintain a list of SOM laboratory workers and their training status and coordinate the required training of SOM laboratory workers. The list of SOM laboratory workers shall be created in consultation with the SOM Business Office based on job requirements.

Additional training may be required by the UMKC Institutional Biosafety Committee for protocols reviewed by that committee. And, additional training is provided by the EHS Office upon request.

UMKC Sharps Policy and Emergency Response Guide: [www.umkc.edu/finadmin/ehs/emergency.asp](http://www.umkc.edu/finadmin/ehs/emergency.asp)

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 4-10-2014

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