

<b>Johns Hopkins Safety Manual</b>	<i>Policy Number</i>	<b>HSE 034</b>
<i>Subject:</i> <b>ANIMAL USER POLICY</b>	<i>Last Review Date</i>	09/23/08
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## POLICY

It is the policy of Johns Hopkins that all animal users exercise appropriate precautions to assure their safety and health. All animal users are required to be enrolled in the Johns Hopkins Animal Exposure and Surveillance Program. This program is administered by the Occupational Health Services in the Department of Health Safety and Environment. Enrollment requires a health assessment by clinical representatives of the Occupational Health Services. The assessment establishes the current health status of animal users and offers prophylaxis to protect individuals from communicable disease as appropriate.

All faculty, staff and students are required to utilize approved and appropriate engineering controls, cover garments and personal protective equipment when handling animals, animal tissues, animal bedding, animal cages and other related materials and equipment.

## REFERENCES

29 CFR 1910.133 Eye and Face Protection

29 CFR 1910.1030 OSHA Bloodborne Pathogen Standard

29 CFR 1910.1450 Occupational Exposure to Hazardous Chemicals in Laboratories

Z87.1 Standard for Occupational and Educational Eye and Face Protection, American National Standards Institute.

Biosafety in Microbial and Biomedical Laboratories, U.S. Department of Health and Human Services HHS Publication CDC 93-8395 4<sup>th</sup> Edition, May 1999.

Occupational Health and Safety in the Care and Use of Research Animals, Committee on Occupational Safety and Health at Research Animal Facilities, National Academy Press, 1997.

Vaccinia (Smallpox) Vaccine, Recommendations of the Advisory Committee on Immunization Practices (ACIP), 2001, MMWR 50, RR-10, 6/22/01.

HSE 003, Johns Hopkins Pre-Placement Assessment and Immunization Policy

HSE 004, Johns Hopkins Incident and Injury Reporting Policy

HSE 007, Johns Hopkins Policy on Use of Protective Eye and Face Equipment

HSE 501, Johns Hopkins Bloodborne Pathogen Exposure Control Program

HSE 601, Johns Hopkins Tuberculosis Exposure Control Program

HSE 033, Johns Hopkins Vaccinia Virus and other Poxviruses Policy

## DEFINITION

**Animal User** All Johns Hopkins faculty, staff, postdoctoral fellows and students who handle animals and/or animal body fluid, animal tissue, bedding or caging.

## GUIDELINES

All faculty, supervisors, staff, fellows and students handling animals and animal cages, bedding and associated materials are required to wear protective garments with long sleeves which may include a Johns Hopkins issued uniform, a full front buttoned laboratory coat or other approved garment to protect the skin and street clothing. These garments and other protective equipment must be provided to all animal users immediately upon employment, or upon initiating work with animals, animal cages or associated bedding, waste or products.

Animal users are required to wear gloves to protect the hands from bites, scratches or sharp edging on cages and other equipment. Utility gloves may be appropriate for moving cages and for other tasks. However, liquid barrier gloves should always be utilized when handling primates or other materials which may potentially be contaminated with human bloodborne pathogens.

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Full face protection, that is a face shield or approved protective eye wear in combination with a fluid resistant mask, is required when working with non-human primates.

Animal users must wear gloves when handling a cage or animal marked as radioactive.

Protective gloves are always required when handling chemicals and cleaning agents. Additionally, face protection is required when handling concentrated cleaning agents or when conducting tasks that have the potential to splash, spill or splatter chemicals or biohazardous materials.

All animals must be housed in rooms that are clearly marked with warning signage prohibiting unauthorized entry. This warning signage must also indicate the appropriate biosafety level for all protocols conducted in the area, and list all known infectious agents utilized in the laboratory.

All research must be conducted in containment appropriate to the biosafety level or other level of hazard presented by the animal or agent utilized in the protocol.

All needles and sharps must be handled according to the Johns Hopkins Bloodborne Pathogen Exposure Control Program. Needles and sharps should not be recapped. Needles and sharps must be disposed into Johns Hopkins approved sharps containers prior to disposal in the biohazardous waste stream.

All potential exposures and all occupational injuries or illnesses must be reported to the supervisor and to the Occupational Injury Clinic for your campus as outlined in policy HSE 004 Incident and Injury Reporting.

Johns Hopkins requires all individuals who handle or come in direct contact with vaccinia virus or animal subjects infected with vaccinia virus to be vaccinated against this agent, unless medically contraindicated.

### RESPONSIBILITIES

Departmental Management

Determine potential hazards for all tasks.

Educate staff on appropriate personal protective equipment for conducting such tasks.

Provide appropriate personal protective equipment at no cost to employees.

Enforce the use of engineering controls and personal protective equipment as appropriate.

Ensure proper hazard warning signs are posted on all animal use areas as outlined in Policy HSE 803.

Occupational Health Services (OHS)

Verify inclusion of all individuals identified as animal users in the Johns Hopkins Animal Exposure and Surveillance Program.

Assess current health status of faculty, staff and students identified as animal users, offering prophylactic protection from diseases as appropriate.

Monitor the health of these individuals during employment at Johns Hopkins.

Maintain medical records related to Occupational Health Programs for all faculty, staff and students identified as animal users at Johns Hopkins.

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Health, Safety and Environment (HSE)	<p>Provide direction in the evaluation, selection and appropriateness of engineering controls and personal protective equipment.</p> <p>Provide direction and assistance in the training of animal users and in the application of the Policy.</p> <p>Post signage at the entrances to all areas where workplace hazards exist.</p> <p>Verify the accuracy and validity of all hazard warning signage.</p>
Animal Use and Care Committee (ACUC)	<p>Forward the names of all Johns Hopkins faculty, staff, employees and students who have been identified as animal users to the Occupational Health Services for inclusion in the Johns Hopkins Animal Exposure and Surveillance Program.</p>
Animal Users	<p>Present for assessment and enrollment in the Johns Hopkins Animal Exposure Surveillance Program.</p> <p>Utilize approved and appropriate engineering controls, cover garments and personal protective equipment as indicated.</p> <p>Report all incidents and injuries.</p>
JH University Registrars	<p>Prior to employment, assess students and faculty use of laboratory animals and direct animal utilizers to OHS for inclusion in the Animal Exposure Surveillance Program (AESP).</p>

REVIEW CYCLE

Every three years