

Multi-Purpose Medical/ Science Labs

Terms and Conditions

MPL Room Access

All MPLs require elevated access that is provisioned through the Badging Office and requires certification. Access requests must be coordinated with the Lab Representative for your school. You must work with your Lab Representative to ensure the rooms are open prior to the start of your activity.

MPL Supply Storage Conditions

If your event requires that supplies be stored in the MPLs, storage time must be included in the room reservation request.

Small packages needing refrigeration or freezing can be stored for up to 1 week prior to the class/event and up to 1 day after the class/event. Contact the Lab Representative for your school first to verify the availability of refrigeration or freezer availability. Space is available on a first come, first served basis.

Contact the Lab Representative for your school to coordinate package delivery during normal operating hours (Monday-Friday 7:30am-5pm).

***Requestors are responsible for ensuring their materials/packages are out of the lab by end of reservation time.**

MPL Security Features

Should the University of Colorado Anschutz Medical Campus become a target of violence, a brand-new, state-of-the-art security system has been installed in the MPLs. Please review the following links for additional information to these new security features.

- <https://www.cuanschutztoday.org/new-security-measures-cu-anschutz/>
- <http://www.ucdenver.edu/anschutz/about/location/Police/CampusSafety/Pages/Active-Shooter-Info.aspx>

MPL Safety Requirements

- The MPL are Biosafety Level 2 Laboratories (BSL). BSL 2 is suitable for work involving agents that pose moderate hazards to personnel and the environment. Specific safety precautions must be followed.
 - https://www.cdc.gov/biosafety/publications/bmb15/bmb15_sect_iv.pdf
- Appropriate lab attire is required in the MPLs. At a minimum, anyone working in a laboratory or other technical work areas MUST wear closed-toe shoes and long pants (or long skirt/dress), so that skin between the pants (or skirt/dress) and shoes is not exposed.
 - <http://www.ucdenver.edu/research/EHS/RS/compliance/Pages/Personal%20Protective%20Equipment.aspx>

- Personal Protective Equipment (PPE) to include aprons or gowns worn over clothing, masks, eyewear and gloves must be worn during procedures, during set-up of the laboratory (manipulation of animal parts), and during clean up.
- Remove PPE before leaving the laboratory. Place disposable PPE in the red biohazard step-can.
- Wear protective eyewear when conducting procedures that have the potential to create splashes of microorganisms or other hazardous materials. Know where the eyewash station is located and how to activate it.
- Gloves must be worn to protect hands from exposure to hazardous materials. Change gloves when contaminated, glove integrity is compromised, or when otherwise necessary.
- Remove gloves and wash hands and non-disposable PPE when work with hazardous materials has been completed and before leaving the laboratory. Safety glasses can be conveniently washed while washing hands, then set out to dry.
- Do not wash or reuse disposable gloves.
- Follow CDC recommended handwashing protocols.
- Persons must wash their hands after working with potentially hazardous materials and before leaving the laboratory.
 - <http://www.ucdenver.edu/research/EHS/RS/compliance/Pages/Personal%20Protective%20Equipment.aspx>
- Lockers are available for storage of personal belongings. Personal belongings are not allowed in the MPL.
- Eating, drinking, smoking, handling contact lenses, applying cosmetics, and storing food for human consumption is not permitted. Food and drinks must be stored outside the laboratory area in cabinets or refrigerators designated and used for this purpose.
 - <http://www.ucdenver.edu/research/Research%20Administration%20Documents/EIHC-FoodDrinkPolicy-AMC.pdf>
- Mouth pipetting is prohibited: mechanical pipetting devices must be used.
- Careful management of needles and other sharps are of primary importance. Needles must not be bent, sheared, broken, recapped, removed from disposable syringes, or otherwise manipulated by hand before disposal.
- Used disposable needles and syringes must be carefully placed in conveniently located puncture-resistant sharps containers used for sharps disposal.
- Non-disposable sharps must be placed in a hard-walled container for transport to a processing area for decontamination, preferably by autoclaving.
- Broken glassware must not be handled directly. Instead, it must be removed using a brush and dustpan, tongs, or forceps. Plastic ware should be substituted for glassware whenever possible.
- Perform all procedures to minimize the creation of splashes and/or aerosols.
- Decontaminate work surfaces after completion of work and after any spill or splash of potentially infectious material with appropriate disinfectant.

Volunteers, Trainees and minors require additional forms prior to participating in the MPLs. For additional information please visit <https://www.cu.edu/risk/volunteer-trainee-and-minor-participants>

For admittance of minors to the MPLs, please refer to <http://www.ucdenver.edu/research/Research%20Administration%20Documents/Admittance%20of%20Minors%20to%20Hazardous%20Areas%20-%20NIH%20Document.pdf>

Pets are not permitted in the MPLs, and service animals require prior approval from Disability Resources and Services. For additional information please visit

<http://www.ucdenver.edu/student-services/resources/disability-resources-services/Pages/disability-resources-services.aspx> and <http://www.ucdenver.edu/student-services/resources/disability-resources-services/accommodations/Pages/service-animals.aspx>

FAILURE TO ABIDE BY THE RULES AND REGULATIONS SET FORTH MAY RESULT IN PREVENTING YOU FROM PARTICIPATION IN YOUR PROGRAM OR REMOVAL FROM THE MPL SPACE. CONTINUED VIOLATIONS WILL RESULT IN FORMAL COMPLAINTS TO YOUR PROGRAM DIRECTOR AND DEAN.

Accident or Injury

Incidents that may result in exposure to infectious material, or that has caused harm, (such as from a cut or fall) must be immediately evaluated. Begin performing first aid or CPR, based on type of incident. First aid kits are located near the sinks in every MPL. Emergency Trauma kits are also located in every MPL and are to be used in the event of severe bleeding or trauma. If these trauma kits are opened, the room will be placed on lock down and university Police will be dispatched. Blue strobe lights will become active. An AED is located near the rest rooms. Contact 911 first or university police at 303-724-4444 if situation requires further medical intervention. Final step will require a report to be filed with University Risk Management and departmental directors and school dean, who will advise of any additional requirements based on the incident. Medical evaluation, surveillance, and treatment should be provided and appropriate records maintained.

Report any incidents of microbiological breach ~~to the MPL lab manager,~~ to the Director QPS, and to the school's Dean.

For, more information on Biosafety Level 2 labs, refer to https://www.cdc.gov/biosafety/publications/bmbl5/bmbl5_sect_iv.pdf

Required Training

Directors and Instructors of the lab session are to verify director, instructor and student training has been completed and appropriate protective clothing is worn prior to student entry into any MPL.

There is a safety training video, which will satisfy the above requirement, that each student must view prior to class (video may be uploaded to Canvas). Instructors are required to maintain an attendance log of the MPL training and verify completion by students prior to class. It is recommended to keep these documents for a minimum of 1 year past the student expected graduation date. The safety training video can be

located at <https://schedule.ucdenver.edu/emswebapp> under the SITE HOME tab under Multi-purpose (Medical) Labs.

The Instructor will conduct a brief review of safety procedures and the locations of safety equipment at the beginning of each session.

Required Documentation

The form “Notice of In Vitro Use of Blood, Fluid or Tissue for Research or Teaching” must be completed for each use of animal parts whether for teaching or research purposes.

- The form is found at this link: <http://www.ucdenver.edu/research/OLAR/Pages/Forms.aspx>
- Look for IACUC Forms – Tissue, Blood, and Fluid in vitro Use Form.
- The form IS required for all uses of animal parts or products whether for teaching or research purposes.
- Send this notice to the IACUC Office (F489) or to Mark.Douse@cuanschutz.edu
- The form is used to describe the goals and justification for the blood, fluid or tissue use, including a narrative description of the product, source of the product, any hazardous material use, biosafety procedures and any permits that are required.
- Tissue obtained from a slaughterhouse must be described on this form.
- This form must be used for any sample from a USDA-covered species (all warm blooded vertebrate animals, excluding purpose bred mice and rats)
- Completion and submission of this form assures that the IACUC and veterinary staff are aware of the use of the animal blood, fluids or tissues on campus, and assures that occupational health concerns and other health and safety issues (e.g. storage, disposal, etc.) have been addressed.
- Keep a copy of the signed form.

NOTE: For research projects, per regulatory requirements, failure to comply with this policy may result in notification of your funding agency (e.g. NIH) and regulatory agencies (e.g. USDA) that your research has violated federal and/or local policies regarding the human use of animals. This notification may affect continuous funding of your animal-related research. Further, depending on the violation, you may be required to take additional training and/or your privilege to conduct animal research at UC Denver might be temporarily suspended or even completely revoked.

Lab set-up, clean up and animal part disposal

It is the expectation of the MPL that the lab will be left in a clean and orderly manner. Follow the requirements below regarding lab clean up and animal part disposal. It is best to use the MPL PPE supplied.

- Dispose of all sharps into sharps containers immediately after use.
- Dispose of all animal tissue, body parts, and organs in a black trash bag, provided by the Lab Representative for your school.
 - Keep bag weight to what can be comfortably lifted. Ask the Lab Representative for your school for additional bags if needed.

- Tie the top of the bag in a double knot.
- Place the black trash bag in the yellow biohazard bin if samples are NOT to be saved for future use.
- The Lab Representative for your school will arrange for disposal.*
- Place disposable PPE into the red biohazard waste step-can.
- Place trash into the trash container.
- Wipe down all work surfaces with provided disinfectant.