	The Johns Hopkins University and The Johns Hopkins Hospital Health, Safety and Environment Manual Laboratory Safety:	<i>Policy Number</i>	HSE811
		<i>Last Review Date</i>	09/16/2016
	<i>Subject</i> Laboratory Safety Training for Undergraduate Students	<i>Page</i>	1 of 2

Keywords: JHU, Laboratory, Safety, students, Undergraduate, Undergraduate students

Table of Contents	Page Number
I. POLICY	1
II. REFERENCES	1
III. RESPONSIBILITIES	1
IV. REVIEW CYCLE	2

I. POLICY

All undergraduate students shall receive laboratory safety training before performing any work in teaching or research laboratories. An undergraduate shall not perform experiments or any laboratory work other than “No Risk” (ref: HSE 802) tasks, nor shall he or she be issued keys to or be permitted unescorted access to laboratories until trained.

Training shall be approved by the Department of Health, Safety, and Environment (HSE) and shall consist of, at a minimum, the material covered in the JHU/HSE Laboratory Safety Introductory Course available online. An undergraduate student shall not be considered “trained” until he or she has passed the qualification test and received a certificate of completion. The Department of Health, Safety, and Environment may require additional training for particular categories of laboratory or for particular laboratories.

Departments and individual laboratories may develop supplementary or alternative basic courses emphasizing safety aspects of their disciplines subject to the approval of HSE, provided that students are trained on, at a minimum, the body of knowledge contained within the JHU/HSE Laboratory Safety Introductory Course.

In teaching laboratories, the laboratory instructor shall provide supplementary training covering the hazards of the experiments to be performed; methods for avoiding exposure, including use of appropriate personal protective equipment; steps or techniques required to perform the experiment safely; and appropriate responses to emergency situations before the undergraduate student is permitted to perform an experiment.

In research laboratories, the principal investigator shall provide supplementary training covering the hazards present in the laboratory; methods for avoiding exposure, including use of appropriate personal protective equipment; and appropriate responses to emergency situations before the student is permitted to perform any work other than “No Risk” tasks. An undergraduate student shall not perform laboratory tasks without receiving training that includes steps necessary to perform the task safely.

II. REFERENCES


HSE802 - Hazard Assessment of Laboratory Workers

III. RESPONSIBILITIES

HSE

Prescribe and approve training

Create & maintain Laboratory Safety Introductory Course

	The Johns Hopkins University and The Johns Hopkins Hospital Health, Safety and Environment Manual Laboratory Safety:	<i>Policy Number</i>	HSE811
		<i>Last Review Date</i>	09/16/2016
	<i>Subject</i> Laboratory Safety Training for Undergraduate Students	<i>Page</i>	2 of 2

- | | |
|---|--|
| Principal investigators and lab directors | Enforce this policy

Require all prescribed training before start of work, issuance of keys, or unescorted lab access

Provide laboratory-specific supplementary training |
| Course instructors | Enforce this policy

Require all prescribed training before an experiment begins

Provide experiment- or course-specific supplementary training |
| Undergraduate students | Pass the JHU/HSE Laboratory Safety Introductory Course or HSE-approved equivalent

Provide proof of training to principal investigator/lab director/instructor

Listen to/read, understand, and follow all training provided

Do not work on a task until provided with training |

IV. REVIEW CYCLE

Annually