

Environmental Health & Safety Policy Manual	
<i>Issue Date: 6/3/2014</i>	Policy # EHS-400.15
Health and Safety Requirements for Minors Working in Laboratories	

1.0 PURPOSE:

This policy provides guidance to Principal Investigators regarding health and safety requirements for minors working in laboratories. Due to their relative lack of experience with hazard recognition in a laboratory environment, restrictions are placed on minors working in laboratories to help ensure a safe research experience. In general, volunteers, including minors, are not allowed to work in laboratories. Minors who have an affiliation with the institution through a formalized program such as a NIH-supported summer program or as a student worker are allowed to work in LSUHSC-NO laboratories under this policy.

2.0 SCOPE:

This policy applies to minors who work in LSUHSC laboratories.

3.0 RESPONSIBILITIES:**Principal Investigators (PI) shall:**

- Ensure the Waiver of Liability/Parental Consent form, enclosure 1, and the Risk Assessment form, enclosure 2, are completed.
- Provide appropriate training and personal protective equipment prior to the minor beginning work in the lab.
- Monitor and supervise minors when they are in the lab.

Environmental Health and Safety (EH&S) shall:

- Provide training support.

4.0 AUTHORIZATIONS & SUPERVISION**Authorizations**

The parent/legal guardian of the minor will complete the Waiver of Liability/Parental Consent form.

Supervision

The PI has responsibility for the health and safety of minors working in his/her laboratory. This includes the provision for and enforcement of the correct use of engineering controls, work practices, and personal protective equipment.

The PI may delegate the daily supervision of minors to trained and knowledgeable lab personnel; however, the PI retains primary responsibility. Minors may only work in laboratories under direct supervision by the PI or designated lab personnel. Minors are not permitted to be alone in the lab. Accordingly, minors are not permitted to have their own building and laboratory access. Minors will be issued a LSUHSC ID card as an External Affiliate.

Minors under the age of 14 are prohibited from entering laboratories except when participating in an approved and supervised tour.

5.0 TRAINING

Minors working in laboratories are required to complete all appropriate safety training before beginning lab work. Prior to starting work in a laboratory, all minors will:

- Complete the Risk Assessment form, enclosure (2), with the Principal Investigator or his/her designated representative.
- Complete Laboratory-Specific training administered by the Principal Investigator or his/her designated representative. This training will be documented in writing.
- Complete the appropriate Biological, General, and Laboratory training via the on-line Knowledge Delivery System or by the Biological/Chemical Safety Officer in person.

6.0 RESTRICTED ACTIVITIES

Persons under the age of 18 are considered minors and research activities will be restricted. The following limitations apply:

Potential Hazard	Prohibited Activity	Additional Requirements
Biohazardous Materials	<p>Entering the BSL3 lab or working with BSL3 materials</p> <p>Working with select agents or toxins</p> <p>Work with human and non-human primate blood, body fluids or unfixed tissues.</p> <p>Work with human and nonhuman primate retroviruses</p>	<p>Minors working with BSL2 materials are required to be approved on the relevant IBC protocols and to have their minor status disclosed</p> <p>Contact EH&S prior to the use of respirators (including N95s) to ensure medical evaluation and fit testing are complete.</p>
Chemicals	Working with controlled substances, reproductive toxins, or highly reactive materials	See LSUHSC Chemical Hygiene Plan
Lasers		Contact Radiation Safety Officer
Packaging and shipping of hazardous materials	Packing and shipping of biological samples, chemicals, and dry ice	
Radioactive materials	All work with radioactive isotopes is prohibited	

Research and work with animals	Nonhuman primates	Minors are generally prohibited from handling research animals. PIs may apply for an exception to allow a minor to work with lab animals under the direct supervision of an authorized user approved by the chair of the IACUC. Animal research training will be assigned
Potential Hazard	Prohibited Activity	Additional Requirements
Spills involving hazardous materials		Trained minors may only clean up spills under direct supervision of trained and knowledgeable lab personnel

7.0 INCIDENT REPORTING

Any incidents or accidents shall be addressed in accordance with EH&S 400.06, Incident/Accident Reporting and Investigation Policy. The PI will notify the minor’s parent/legal guardian of any accident.

8.0 DEFINITIONS:

Minor – any person who has not attained the age of 18 years.

9.0 REFERENCES:

[NIH “Guidance for Supervisors of Minors Working in the Laboratory”](#)



Waiver of Liability/Parental Consent

I/We, the undersigned, hereby certify that I/we are the parent or legal guardian of the student. I/we further certify the student is physically, emotionally, and mentally capable of participating in all related activities with reasonable and appropriate accommodations. If accommodations are needed, I/We agree to notify LSUHSC at least three weeks before the program begins, and I/We agree to provide a medical form to LSUHSC to state such needs. I/We hereby give permission for the staff of LSUHSC to seek appropriate medical attention in the treatment for the student during the period of the Program and for the student to receive medical attention in the event of an accident, injury, disease, or illness. I/We will be responsible for all cost of medical attention provided. As a condition to the student's participation in the Program, I/we accept all liability related to any loss, personal injury, disease, illness, or property damage that may be sustained or occur during participation in the Program.

Parental Permissions: Initial the consent to participate and sign below

____ This certifies that the student identified below has my consent to participate.

Please print your name, the student's name, sign, and date this waiver. This form must be completed and returned to the program coordinator in order for your child to participate in a LSUHSC research program.

Student's Name: _____

Student's Signature: _____

Parent/Legal Guardian Name: _____

Parent/Legal Guardian Signature: _____

Date: _____

Risk Assessment to be completed by student and PI (or designated representative)

Student's Name

Signature

Date of review with mentor

Title of Project

Risk assessment: To be completed by the Principal Investigator or designated representative in collaboration with the student. Attach a document of no more than two pages that answers the following:

1. List/identify the hazardous chemicals, activities, devices, or microorganisms that will be used.
2. Identify and assess the risks involved.
3. Describe safety precautions and procedures that will be used to reduce the risks.
4. Describe the disposal procedures that will be used.
5. List the source(s) of safety information.

To be completed and signed by LSUHSC PI or designated representative:

Designated Supervisor's Name

Signature

Date of Review

Position at Institution

Phone