

St. Michael's

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Effective Date:	January 01,2015	Author	Steven Hayes
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Introduction

Research Core Facilities at St. Michael's

Research Core Facilities (RCF) at St. Michael's are located in central areas of the laboratories on floors 4, 5, 6 and 7 of the Keenan Research Centre for Biological Science and is overseen by the Research Facilities Department. It is mandated to foster and strengthen ties within the research community at St. Michael's.

Founding Principles

- Foster collaboration and enhance the interactions of researchers and programs by providing a shared research space, accessible to all researchers and staffed by dedicated, knowledgeable support staff. This allows for the most efficient use of the research areas at St. Michael's, reducing costs and providing savings in the overall cost of research
- The facility will operate in a not-for-profit and will be financially sustainable, supported by the institution and the end users
- State-of-the-art equipment will be provided to all research staff
- Instrument training and expert guidance will be provided to all staff by the Research Core Facility support staff
- St. Michael's will assume responsibility for the maintenance of the Research Core Facility and for the proper maintenance of the equipment located within.

Associated Procedure

Safety Considerations

General training of workers-St. Michael's takes seriously its commitment to providing a safe working environment for all its workers. As well as operating in compliance with the Ontario Occupational Health and Safety Act, St. Michael's recognizes the importance of the Internal Responsibility System, which makes safety in the workplace a shared responsibility.

To ensure that workers are able to play an active role in workplace health and safety, all new workers are required to undergo New Worker safety training within the first three months after their arrival at St. Michael's. The training will be provided through the Research Facilities Office and will inform workers on their rights and responsibilities and if applicable, provide a firm grounding in the basics of biosafety and infection control practices used by basic science and clinical researchers at the KRCBS.

Annually, workers are required to undergo refresher training, allowing reinforcement of previous training and the assimilation of new information.

All workers must sign a Memorandum of Understanding (MOU) stating that they have been training in the specifics of their job and have understood the risks associated with their work at St. Michael's. This record should be kept available for review.

Training on individual pieces of equipment-All equipment and rooms in the core facility have had a risk assessment performed on them and those identified as having a significant risk require workers to be specifically trained in its use. Training will be conducted by the Research Core Facilities (RCF) Coordinator to which the equipment is assigned.

Worker responsibility-Core pieces of equipment are available to all staff, providing that they have had the appropriate training. **It is the worker's responsibility to ensure that the equipment and areas they use are functional and clean before and after use.** If a piece of equipment is non-functioning or has not been cleaned, workers are expected to inform the RCF coordinator responsible. Mistreatment of a piece of machinery can result in a worker losing access to that piece of equipment.

Should a worker be involved in an incident that results in an injury or an exposure to a pathogen, they should follow hospital policies regarding incident reporting.

RBC oversight on permits-The Research Biosafety Committee (RBC) oversees all basis science activities at St. Michael's and is responsible for approving biosafety permits for labs. By completing and submitting a biosafety permits to the RBC, each group performs a detailed risk assessment on the organisms and equipment involved in their experiments

Revision Number

Contact

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