

CADAVER ROOM PROCEDURES & SAFETY

2017

1. **Tools** - Each type of tool should be located in its own individual tray/slot. This is to ensure individuals do not accidentally stab themselves on a scalpel while grabbing a pair of forceps. Please make sure the tools in the cadaver room are properly washed, dried, and returned to their respective trays after every use. This also applies to the tools used in the laboratory for organ dissections.
2. **Humidity** - The dehumidifier (red machine) has been placed in the room so that we can prevent mold growth from re-occurring. The machine is specifically placed so that moisture is removed from the air drains into the sink. Moving the dehumidifier can cause water spillage and therefore, a safety hazard. It also prevents the machine from working properly. Please DO NOT move the machine or turn it off.
3. **Temperature** - Temperature fluctuations are normal as we move in and out of the room and people are in the room for extended periods of time but, we want to consistently monitor the temperature to ensure that the fluctuations are minimal so as not to pose problems with evaporation or mold. As you know, formaldehyde fumes rises as temperature increases. A third thermometer has been installed (so we can try to rectify the reporting difference). Please periodically check the temperature when you are in the room and inform the Biology Safety Officer if the temperature on any of the thermometers exceed 68 for more than an hour.
4. **Access** - Access to the cadaver room is restricted to students, faculty, and staff associated with our anatomy courses and campus safety. Access can be granted for specific uses by others, but this needs the approval of either Patricia Wu or Jennifer Lange. It is also required to inform Veronica Enriquez the names of the individuals who will be present in the room. In order to maintain this restricted access:
 - a. Only instructors and the lab tech should have access to the key code. Please do not distribute the code.
 - b. Entry into building 2100 and into the cadaver room when campus is closed [after 10:00 pm (5:00 pm on Fridays), before 7:00 am, or on weekends] requires approval from the Dean and notification of Security. You must also inform Biology Lab Technician because she works on certain Saturdays and we want to prevent any disruptions that may occur.
5. **Incident reporting** - If you have an incident in which the eyewash needs to be used or, a student has an adverse reaction or medical incident during class or, a student cuts or otherwise injures themselves during class, you must complete an *Accident Report Form*. These are located in the safety binder next to the prep room door. Please make two copies, give one to the Division Office and keep the other for your records. To prevent incidents from occurring, do not leave your students unattended (as noted in the Guidelines for Teaching Biology Laboratories, 'instructors should be present at all times in the laboratory when potentially hazardous activities are being carried out').
6. **Cleanliness** - The custodial department does not service the cadaver room. The blue sticky pads on the floor are an effort to keep the floor clean since it doesn't get swept or mopped regularly. If you notice that the pad is excessively dirty, please peel off the top layer so the next sheet can be used. Make sure only one sheet is peeled off as they are numbered. Place all biohazardous materials in the biohazard bin. If the biohazard bin is full of materials, gloves, etc...change the bag yourself during class and place the full bag in the biohazard can (behind the door in the prep room). If you are unable to change the bag during class, please alert Veronica. Materials and/or gloves should not spill out onto the floor. If you do see this, please change the bag and mop the floor.
7. **Anatomy iPads** - If you use the Anatomy iPads, after use, please return to the iPad cabinet, connect them to the chargers and properly secure/lock the cabinet.
8. **Training** - Complete REQUIRED online 'Hazard Communications: Right to Understand' and RECOMMENDED 'Science Lab Safety' training

QUESTIONS? Contact the Biology Department Safety Officer: Jeffrey Tsao

jtsao@chabotcollege.edu

EMERGENCY CALLS 510-723-6666

OTHER CALLS 510-723-6923