

STANDARD OPERATING PROCEDURES
DIVISION OF COMPARATIVE MEDICINE
UNIVERSITY OF SOUTH FLORIDA

SOP#: 904.1

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TITLE:	Standard Safety Practice in Animal Rooms
SCOPE:	All Authorized Personnel
RESPONSIBILITY:	Facility Manager, and Technical Staff
PURPOSE:	To Outline Procedures to Ensure the Safety of Personnel Working in Animal Rooms.

I. PURPOSE

1. To outline procedures to ensure the safety of personnel working in animal rooms.

II. RESPONSIBILITY

1. The Division must provide a safe work environment. Each employee must understand the hazards involved in the workplace and adhere to the developed safety policies.
2. The Facility Manager is responsible for ensuring safety practices are implemented by all staff.
3. Safety practices are specified by the biosafety level of the animal room or facility. This biosafety level will be specified by the research protocol and the USF Biosafety Officer. The Biosafety Levels must conform with the guidelines set forth in the CDC-NIH publication Biosafety in Microbiological and Biomedical Laboratories December 2009 5TH edition.

III. PROCEDURES

1. Biosafety Level 1
 - a. Access to the animal facility is limited or restricted at the discretion of the attending veterinarian.
 - b. Personnel should wash their hands after handling animals, after removing gloves, and before leaving the animal facility.
 - c. Do not eat, drink, smoke, or store food for human use in the animal room. This may only be done in designated areas.
 - d. Persons who administer agents with splash potential in animal rooms should also wear goggles or a face shield or administer in a biological safety cabinet (BSC).
 - e. Perform procedures carefully to minimize the creation of aerosols.
 - f. Decontaminate work surfaces after use or spill of viable materials.
 - g. Doors to animal rooms should be kept closed except when transporting materials in and out of the room.
 - h. Remove bedding materials from animal cages carefully to minimize the creation of aerosols.
 - i. Wear proper uniform when in animal rooms. See **SOP #905, Health, Hygiene and Laboratory Attire.**

2. Biosafety Level 2

- a. Follow Biosafety Level 1 above.
- b. Don personal protective equipment (PPE) as described in the room signage prior to entering the room. Remove protective clothing upon leaving the animal room.
- c. Wear gloves when handling infectious materials and animals.
- d. Use only needle-locking syringes or disposable needle syringe units for injections or aspiration for fluids from animals. Do not replace needle sheath or guard or remove needle from syringe following use. Discard needle and syringe directly into a puncture-resistant container.
- e. Use biological safety cabinets, other physical containment devices, and/or personal protective devices (e.g., respirators, face shield) whenever procedures with potential for creating aerosols or splash are conducted. This includes manipulations of high concentrations or large volume of infectious materials.

Approved:

Date: