1. Scope

Carnegie Mellon University adheres to federal guidelines to minimize potential infection as a result of conditions that may compromise the immune system and predispose personnel to infection.

To ensure compliance, this guideline mandates that all employees and students who work in Biological Safety Level 2 (BSL-2) research laboratories be provided with information on the potential risks of working with biological materials with a compromised immune system.

2. Information and Training

The biological safety officer provides Biological Safety training sessions in which all students and employees, including supervisors, who are to work in BSL-2 labs are informed, orally and in writing, about this guidance document. At these sessions, attendees are given the opportunity to have questions answered. The biological safety officer may, at his or her discretion, administer an oral and/or written exam in order to confirm attendees' understanding of the subject matter. Those who work in BSL-2 labs can sign up for a training session at: https://www.cmu.edu/ehs/Training/index.html.

The Principal Investigator (P.I.) obtains from each student and employee a signed acknowledgment of understanding of the Immune Compromised Personnel Guidance Document (see Appendix). No employee or student may enter a BSL-2 lab before attending a training session and signing the acknowledgment of understanding.

Any employee or student who performs work in BSL-2 (or higher) labs at other, non-Carnegie Mellon University locations, including Carnegie Mellon University-Qatar
campus, is responsible for informing the P.I. at Carnegie Mellon University of those activities.

3. Self-Identification

Any employee or student who works in a BSL-2 lab of the university and is immune compromised may officially declare their immune compromised status to the biological safety officer. To be considered an official self-identification of immune compromised status, this must be in writing and contain the date of diagnosis. An official immune compromised self-identification form can be obtained from the biological safety officer. Please note, there is no need to divulge the cause of your immune compromised status.

An immune compromised employee or student has no obligation to officially declare their immune compromised status nor will declaration of immune compromised status necessarily prevent them from working in BSL-2 labs.

4. Risk Assessment

Upon receiving an official self-identification of immune compromised status, the biological safety officer shall work with the employee or student to review the work being performed and determine whether there is a risk based on the laboratory BSL and the biological materials listed on the laboratory’s inventory. If, based on the risk assessment, the employee or student is at risk for potential exposure, the biological safety officer and/or supervisor shall identify and implement appropriate precautions and engineering controls to reduce or eliminate exposure to potential pathogens.

5. Records

The biological safety officer shall maintain all official self-identification of immune compromised status records in accordance with:


b. *Guidelines for Research Involving Recombinant DNA Molecules, October 2011.* National Institutes of Health
6. References

   Centers for Disease Control and Prevention and National Institutes of Health

   National Institutes of Health

7. Contact

Questions concerning this policy or its intent should be directed to the Biological Safety Office, x8-8182.
Appendix

Acknowledgment of Understanding of the Immune Compromised Personnel Guidance Document

For: [Print Name]

I have read and understood the Immune Compromised Personnel Guidance Document. I have been given oral information on this document and have been given an opportunity to have any questions answered. I understand that I may not enter a BSL-2 lab before attending such a training session and signing this acknowledgment of understanding. I understand that it is my responsibility to notify the principal investigator(s) of my lab(s) if I perform work in BSL-2 (or higher) labs at other, non-Carnegie Mellon University locations.

Printed Name ______________________________ Signature ______________________________ Date ______________________________

Principal Investigator’s Printed Name ______________________________ Principal Investigator’s Signature ______________________________ Date ______________________________