

ENVIRONMENTAL HEALTH & SAFETY

UNIVERSITY *of* WASHINGTON

# RESPONDING TO YOUR LAB INSPECTION FINDINGS WITHIN EHSA

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## VIEWING AND RESPONDING TO INSPECTION FINDINGS

- After a biosafety officer conducts a lab inspection, the principal investigator and lab contact person will receive an email with an attached report listing any findings.

**W** ENVIRONMENTAL HEALTH & SAFETY  
UNIVERSITY of WASHINGTON

Inspection #: 1952

### Biosafety Lab Inspection

To: Franklin, Rosalind  
Restorative Dentistry

From: Andrea Badger  
Biosafety Officer

Date: 1/31/2020

On 1/31/2020, a biosafety lab inspection was performed for the following rooms:  
**Art Building: 123D**

The following items were found during the assessment:

**Inspection Items**

Please respond with how you have corrected the finding. A follow-up inspection may be necessary to ensure safety hazards have been minimized.

**Location : Art Building: 123D**

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**Requirement :** Policies for the safe handling and disposal of sharps are in place.

**Finding :** SHARPS CONTAINER NEEDED:  
Place sharps waste in red plastic sharps containers labeled with the biohazard symbol. Choose a container size that fits your work space; do not use a container that is too large. Do not fill container more than two-thirds full.

**Link :** [https://www.ehs.washington.edu/system/files/resources/sharps\\_safety.pdf](https://www.ehs.washington.edu/system/files/resources/sharps_safety.pdf)

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**Requirement :** An eye wash is readily available (within 10 seconds/50ft, unobstructed) & flushed weekly.

**Finding :** FLUSH THE EYE WASH:  
Flush your eye wash weekly so that you can be sure it is functioning properly and so that lab members have fresh clean water in the event of an eye exposure. Be sure lab personnel know where the eye wash is located.

**Link :** <https://www.ehs.washington.edu/research-lab/emergency-washing-equipment>

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**Requirement :** A Biohazard sign is posted on the door when potentially infectious agents are in use.

**Finding :** BIOHAZARD SIGN:  
Download the biohazard and complete with contact info and agents. Post on the outer door of the room.

**Link :** <https://www.ehs.washington.edu/resource/biohazard-warning-sign-476>

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Please respond by entering how each finding has been corrected. This is accomplished by going to the EHSA portal (by clicking the link below), logging in, and entering your response.  
<https://ehsa.ehs.washington.edu/>

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www.ehs.washington.edu T245 1705 NE Pacific Ave, Box 357165 206.543.7262 Revised January 2020

- You can follow the link at the bottom and log in with your UW net ID to view and respond to the findings. The website is <https://ehsa.ehs.washington.edu/ehsa/>

- You can view your inspection report by clicking “Safety Inspections.” There will be a number in the top corner that corresponds to how many findings there are for you to respond to.

UW Environmental Health and Safety Assistant



**Quick Links**

- [EHS Help](#)
- [Biological Research Approval Information](#)
- [Biosafety Manual](#)
- [Radiation Safety Manual](#)
- [Purchase RAM \(directs to Ariba\)](#)
- [EH&S Website](#)

 **Radioactive Waste Pickup Request**

 **Safety Inspections**

 **Reports**

 **Inventory**

 **Permits**

 **Equipment**

- Then click “Inspection Response” to respond to the findings. Your previous inspections will be available for you to view under “Inspection History.”

**Inspections**

[Self-Inspection Results](#)

[Inspection Response \(3\)](#)

[Inspection History](#)

- You can see the inspection item for the finding and the biosafety officer's instructions for how to correct the findings.

Inspection Item	Recommendation	Responsible Individual(s)	Location / Lab	Lead Inspector
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Policies for the safe handling and disposal of sharps are in place.	SHARPS CONTAINER NEEDED: Place sharps waste in red plastic sharps containers labeled with the biohazard symbol. Choose a container size that fits your work space; do not use a container that is too large. Do not fill container more than two-thirds full.	Franklin, Rosalind	Art Building : 123D	Andrea Badger
An eye wash is readily available (within 10 seconds/50ft, unobstructed) & flushed weekly.	FLUSH THE EYE WASH: Flush your eye wash weekly so that you can be sure it is functioning properly and so that lab members have fresh clean water in the event of an eye exposure. Be sure lab personnel know where the eye wash is located.	Franklin, Rosalind	Art Building : 123D	Andrea Badger
A Biohazard sign is posted on the door when potentially infectious agents are in use.	BIOHAZARD SIGN: Download the biohazard and complete with contact info and agents. Post on the outer door of the room.	Franklin, Rosalind	Art Building : 123D	Andrea Badger


- Click the blue "Edit Response" button to enter your response detailing how the finding was corrected.

	Inspection #	Ask Order	Inspection Date	PI(s)	Department(s)	Response
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Inspection #: 1952</b>						
<a href="#">Edit Response</a>	1952	15	01-31-2020	Franklin, Rosalind	Restorative Dentistry	
<a href="#">Edit Response</a>	1952	8	01-31-2020	Franklin, Rosalind	Restorative Dentistry	
<a href="#">Edit Response</a>	1952	1	01-31-2020	Franklin, Rosalind	Restorative Dentistry	

- The finding, the biosafety officer's instructions for how to correct the finding, any additional notes the biosafety officer has, and any helpful links on the EHS website are shown. Enter how you corrected the finding, as well as the date and your name.

<b>Inspection Item</b>	Policies for the safe handling and disposal of sharps are in place.
<b>Recommendation</b>	SHARPS CONTAINER NEEDED: Place sharps waste in red plastic sharps containers labeled with the biohazard symbol. Choose a container size that fits your work space; do not use a container that is too large. Do not fill container more than two-thirds full.
<b>Observations/Notes</b>	
<b>Regulatory Reference</b>	<a href="https://www.ehs.washington.edu/system/files/resources/sharps_safety.pdf">https://www.ehs.washington.edu/system/files/resources/sharps_safety.pdf</a>


**Please Enter Response to Inspection Finding Below**

<b>*Correction Notes</b>	I purchased a sharps container for room 123D.
<b>*Response Date</b>	1/31/2020 
<b>*Corrected By</b>	Rosalind Franklin

- Here is another example:

<b>Inspection Item</b>	A Biohazard sign is posted on the door when potentially infectious agents are in use.
<b>Recommendation</b>	BIOHAZARD SIGN: Download the biohazard and complete with contact info and agents. Post on the outer door of the room.
<b>Observations/Notes</b>	
<b>Regulatory Reference</b>	<a href="https://www.ehs.washington.edu/resource/biohazard-warning-sign-476">https://www.ehs.washington.edu/resource/biohazard-warning-sign-476</a>


**Please Enter Response to Inspection Finding Below**

<b>*Correction Notes</b>	The <u>biohazard</u> door sign was posted outside the door of 123D.
<b>*Response Date</b>	1/31/2020 
<b>*Corrected By</b>	Rosalind Franklin

- On the last finding, click “Save & Email Inspector.” This will notify your biosafety officer that you have corrected the findings, and he or she will approve them or ask for more information.

Inspection Item	An eye wash is readily available (within 10 seconds/50ft, unobstructed) & flushed weekly.
Recommendation	FLUSH THE EYE WASH: Flush your eye wash weekly so that you can be sure it is functioning properly and so that lab members have fresh clean water in the event of an eye exposure. Be sure lab personnel know where the eye wash is located.
Observations/Notes	
Regulatory Reference	<a href="https://www.ehs.washington.edu/research-lab/emergency-washing-equipment">https://www.ehs.washington.edu/research-lab/emergency-washing-equipment</a>

Please Enter Response to Inspection Finding Below

*Correction Notes	We added an eyewash log to ensure the eyewash is getting flushed weekly.
*Response Date	1/31/2020 
*Corrected By	Rosalind Franklin

- You will get a notification when the biosafety officer has approved your responses, and your biosafety officer will be in touch about any other pending items related to your Biological Use Authorization application.