

TML\MSH Microbiology Department Policy & Procedure Manual	<b>Policy # MI\LS\33\v02</b>	Page 1 of 3
Section: <b>Laboratory Safety Manual</b>	Subject Title: <b>Personal Protective Equipment</b>	
Issued by: <b>LABORATORY MANAGER</b>	Original Date: April 20, 2001	
Approved by: Laboratory Director	Revision Date: October 22, 2003	

**Policy:**

MSH provides and employees must use appropriate personal protective equipment (PPE) when contact with body substances/chemicals is deemed likely. All human blood or body fluids are capable of harbouring infectious pathogens. Employ proper personal hygiene. Frequent hand washing is the single most important measure to reduce the risks of transmitting organisms. Wash your hands whenever you leave the laboratory and remove laboratory coats/gowns before entering other non-laboratory facilities or areas which are considered to be clean.

**Purpose:**

Use of personal protective equipment will minimize the risk of transmission of diseases to patients, visitors and staff at Mount Sinai Hospital.

**Responsibility:**

Employer and employee

**Key Elements:**

- Clothing
- Hand protection
- Footwear
- Eye and face protection

**Related Documents:**

<a href="#"><u>GOOD LABORATORY PRACTICE - SUMMARY</u></a>	MI\LS\05\01
<a href="#"><u>BODY SUBSTANCE PRECAUTIONS</u></a>	MI\LS\06\v01
<a href="#"><u>BIOLOGICAL SAFETY</u></a>	MI\LS\07\v01

TML\MSH Microbiology Department Policy & Procedure Manual	Policy # MI\LS\33\v02	Page 2 of 3
Laboratory Safety Manual	Revision Date: December 18, 2003	

PPE	PROCEDURE	PRECAUTIONS
Clothing	<p>Laboratory coat</p> <ul style="list-style-type: none"> <li>Wear an appropriate long sleeved cuffed laboratory coat with a closed front at all times when working in the laboratory.</li> <li>Minimum PPE, along with gloves</li> </ul> <p>Apron</p> <ul style="list-style-type: none"> <li>Use if there is potential for splashing / aerosolization with body fluids</li> </ul> <p>Warm clothing</p> <ul style="list-style-type: none"> <li>For extended work in cold rooms</li> </ul>	<ul style="list-style-type: none"> <li>Remove the lab coat worn in the laboratory prior to exiting the work area or entering office areas.</li> <li>Treat all linen used in the laboratory as biohazardous.</li> <li>Place soiled linen in the clear plastic soiled linen bag.</li> <li>If a laboratory coat becomes grossly soiled with biological material, remove it immediately and place it in the soiled linen bag</li> <li>The lab aid transports lab coats to receiving for cleaning</li> <li>MSH linen is cleaned by Faster Linen 416-252-2030. Bleach is used in the chemical formula for lab coats</li> </ul>
Hand protection	<p>Disposable gloves</p> <ul style="list-style-type: none"> <li>Staff trained in appropriate use/treatment of gloves</li> <li>Wear disposable gloves when handling biological specimens.</li> <li>Minimum PPE, along with lab coat</li> <li>For staff with allergies/reactions (latex/talc/starch/vinyl), unpowdered gloves &amp;/or alternatives provided</li> <li>Wash hands after removing gloves</li> </ul> <p>Other gloves</p> <ul style="list-style-type: none"> <li>Purpose of gloves varies - to protect against chemical burns; abrasions, cuts, punctures; temperature extremes in the work environment (e.g., autoclave, -80°C freezer)</li> </ul>	<p>Disposable gloves</p> <ul style="list-style-type: none"> <li>Provide a protective barrier</li> <li>Prevent gross contamination of hands to blood or body fluids.</li> <li>Remove before leaving the laboratory</li> <li>Dispose of used gloves into yellow biohazard bags.</li> <li>Do not touch your face/hair or clean areas with gloves on.</li> </ul> <p>Non-sterile gloves should be non-latex, according to Mount Sinai Hospital latex sensitivity policy.</p>
Footwear	<p>Wear closed nonslip shoes in the laboratory. Closed shoes have:</p> <ul style="list-style-type: none"> <li>Closed toes. The material should be non absorbent, i.e., leather and not canvas</li> <li>Closed heels. Heels not more than 1 ¼ “ in height</li> </ul> <p>Safety shoes may be required for work with: bulk chemicals/ hazardous activities/areas with regular use of knives/sharps</p>	<p>Sandals and other open-toed shoes are prohibited.</p>

TML\MSH Microbiology Department Policy & Procedure Manual	<b>Policy # MI\LS\33\v02</b>	Page 3 of 3
<b>Laboratory Safety Manual</b>		

<b>PPE</b>	<b>PROCEDURE</b>	<b>PRECAUTIONS</b>
Eye and face protection	<p>Eye protection should be used, especially if contact lenses are worn.</p> <p>If there is a risk of splashing samples/reagents, use one of the following:</p> <ul style="list-style-type: none"> <li>• Face shield/splashguards</li> <li>• Safety goggles that protect the top, bottom, front and sides of the eyes</li> </ul> <p>Masks/personal respirators used when appropriate</p> <p>Respirators fit tested by CSA std Z94.4-93, "Selection, use, &amp; care of respirators"</p> <p>Protective goggles should be worn where UV light used</p>	<ul style="list-style-type: none"> <li>• If contact lenses are worn, the supervisor / principal investigator / co-workers should be aware of this, in the event that, following an accidental splash, the individual requires assistance in removal of the lenses</li> <li>• Whenever airborne infectious agents, e.g., M tuberculosis, are being handled, a PCM 2000 face mask must be worn in addition to other barrier protection.</li> </ul>