

# Neuroscience & EH&S Annual Meeting

September 2018



**Mount  
Sinai**

# Inspection Metrics



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## Annual Lab Safety Report - 2018



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### Annual Lab Safety Report Neuroscience

First Inspection: Jan 1, 2018

Last Inspection: Sep 14, 2018

#### Performance Summary

Overall Department Score

**93.5%**

Corrective Actions

Status As Of: Sep 14, 2018 12:00 AM

Open - **24** Closed - **230**

Average Days to Closure: 7

#### Research Labs

Average Score

**93.5%**

47 Inspections

#### Cold Rooms

Average Score

**97.1%**

10 Inspections

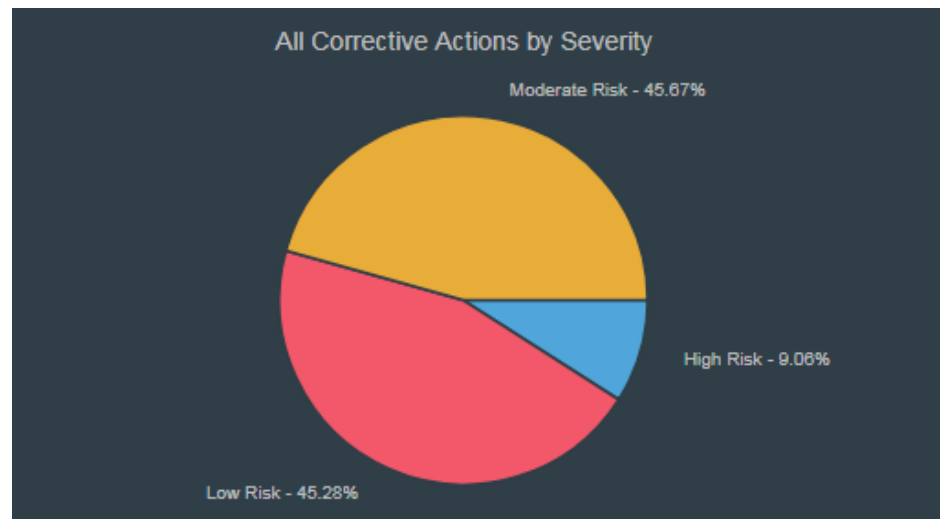
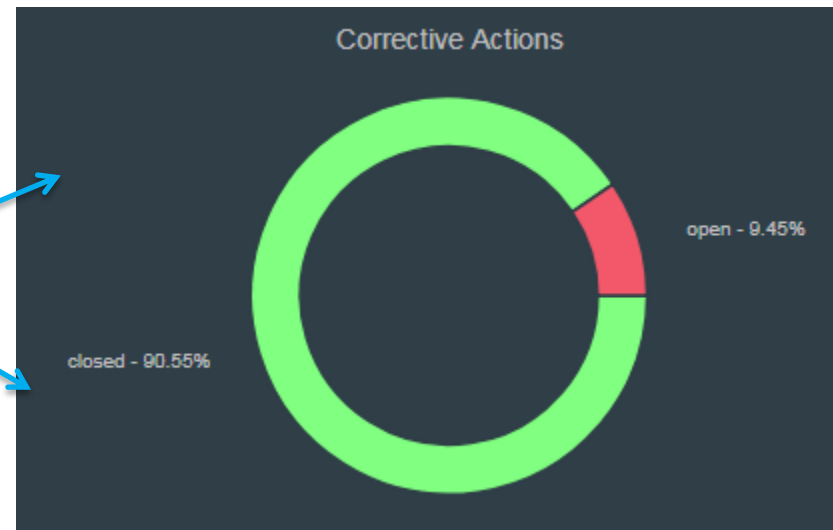
#### Equipment Rooms

Average Score

**88.7%**

2 Inspections

## Corrective Actions - 2018



## Most Common Findings

Corrective Action	Total Actions	Corrected By
Is there a 'No Smoking' sign posted on all laboratory entrance doors and conspicuously inside the lab?	23	EH&S
Are hazardous chemicals in non-manufacturer bottles labeled clearly and legibly with the chemical name, CAS# and hazard?	21	Laboratory
Have laboratory staff completed all required EH&S trainings on PEAK?	15	Laboratory
Is there a 'Laboratory - Potentially Hazardous Substances' sign posted on doors leading from the hallway into the lab?	12	EH&S
Are all refrigerator/freezers not rated for flammable material storage labeled with 'Store no liquids flashing below 100°F'?	11	EH&S
Are chemicals stored as to prevent breakage (not directly on the floor, not on unwalled carts, etc.)?	9	Laboratory
Is there a posted, up-to-date record of weekly testing for all eyewashes?	9	Laboratory
Are all liquid hazardous waste containers stored in secondary containment?	8	Laboratory
Are chemicals properly segregated, by distance or secondary containment, from incompatible materials and/or conditions?	8	Laboratory
Are food, beverages, and other consumables/wearables such as cosmetics kept outside the lab at all times?	8	Laboratory
Are all biological / sharps containers closed and not overflowing?	7	Laboratory

## Corrective Action – Laboratory Signage

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Per the FDNY, all laboratories are required to have the following signs

- **Laboratory – Potentially Hazardous Substances**
  - Posted on entrance to lab
- **No Smoking**
  - Posted conspicuously throughout lab
- **Store No Flammables**
  - Posted on non-explosion proof refrigerators



- Contact EH&S (x4SAFE) for replacement signs


## Corrective Action – Chemical Labeling

---

Labels must be **legible**, written in **English** and **prominently displayed**

- Identify the **hazardous chemical(s)**, **CAS #(s)**
- Provide warnings of any **physical and health hazards**
- Be appropriate for the type and size of each container (tags may need to be created for small containers)
- Include **expiration dates**

***Abbreviations are not authorized on hazardous chemicals***



<b>Mount Sinai</b> Chemical Name: _____ CAS#: _____ Hazard: _____
--

## Corrective Action – EH&S Trainings

Current Offered Trainings	Training Location		Regulatory Agency	Frequency	Population						
	On Campus	Online			All Researchers	Fume Hood Users	Work with Pathogens	Work with Radiation	Work with Lasers	Dark Room Users	Work with Needles
Basic Laboratory Safety (New Hire)	X	X	OSHA, EPA, FDNY	Initial	X						
Hazard Communication		X	OSHA	Annual	X						
Personal Protective Equipment		X	OSHA	Annual	X						
Laboratory Hazardous Waste Management		X	EPA	Annual	X						
Principles of Biosafety		X	OSHA	Initial	X						
Bloodborne Pathogens and Exposure Control in Research Settings		X	OSHA	Annual			X				
Bloodborne Pathogens and Exposure Control in HIV/HBV/HCV Laboratories		X	OSHA	Annual			X				
Needlestick Injury Prevention and Reporting for Research-Related Activities		X	OSHA	Annual							X
Proper Use of Chemical Fume Hoods		X	FDNY	Initial		X					
Compliant Management of Dark Rooms		X	OSHA, EPA, FDNY	Initial						X	
Initial Radiation Safety for Researchers		X	OSHA	Initial				X			
Radiation Safety Refresher		X	OSHA	Annual				X			
Laser Safety for Researchers		X	OSHA	Initial					X		
Laser Safety Refresher		X	OSHA	Annual					X		



## Corrective Action – Chemical Storage

---

Per FDNY, all chemicals must be stored in a manner as to prevent breakage

- Not stored above eye level
- Not stored directly on floor
- Not stored on un-walled carts



## Corrective Action – Weekly Inspection Eyewashes

All eyewashes must be inspected on a weekly basis. Tests should focus on

- Adequate pressure
- Tepid temperature
- Clear color



### WEEKLY EYEWASH STATION INSPECTION LOG

Instructions for use by local staff:

- Activate plumbed equipment to ensure compliant operation and to clear any sediment accumulation.
- Record inspection data on log.

[illegible]

## Corrective Action – Hazardous Waste

- All hazardous waste labels must be legible and completely filled out.
- **All liquid hazardous waste must be in secondary containment**
- All containers must be compatible with the waste chemical

**The Mount Sinai Medical Center  
HAZARDOUS WASTE**

Supervisor: \_\_\_\_\_ Extension: \_\_\_\_\_  
Building: \_\_\_\_\_ Floor/Room #: \_\_\_\_\_

Chemical Contents	Amount (%)
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Hazard Class (if known)  
☐ FLAMMABLE   ☐ CORROSIVE   ☐ REACTIVE   ☐ TOXIC

Please handle with care. Keep lid closed when not in use.  
Contact #EHSwaste@mountsinai.org for pickup  
Directions Reverse Side

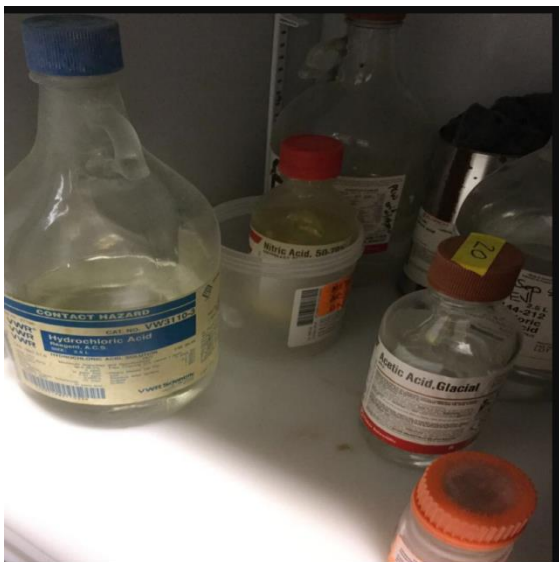


- Refer to “*Laboratory Hazardous Waste Management*” training on PEAK
- Contact [#ehwaste@mountsinai.org](mailto:#ehwaste@mountsinai.org) for waste collection supplies

# Corrective Action – Chemical Segregation

All chemicals must be stored to ensure incompatible materials are separated

- Oxidizers and Flammables
- Acids and Bases
- Refer to **Appendix F**



Chemical Segregation & Storage Chart

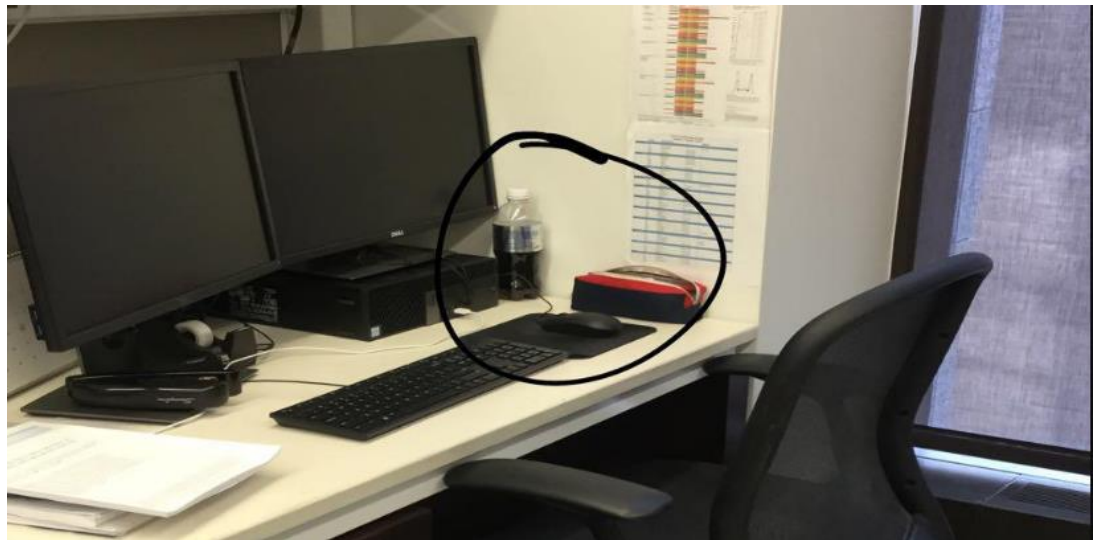
Category	GHS Pictogram	DOT Placard	Chemical Hazard	Storage	Example Chemicals	Incompatibles (also check SDS)
Compressed Gas			Flammable	<ul style="list-style-type: none"> <li>Cool, dry area</li> <li>20 ft. away from oxidizing gases</li> <li>Secure cylinders upright and immovable</li> <li>Portable propane gas cylinders cannot be stored indoors</li> </ul>	Methane Acetylene Propane	Oxidizing gases Toxic gases Oxidizing solids
			Oxidizing	<ul style="list-style-type: none"> <li>Cool, dry area</li> <li>20 ft. away from flammables or separated by 5 ft. high wall with 0.5hr fire resistance</li> <li>Secure cylinders upright and immovable</li> </ul>	Oxygen Chlorine Fluorine mixtures	Flammable gases
			Poisonous	<ul style="list-style-type: none"> <li>Cool, dry area</li> <li>Away from flammable gases and liquids</li> <li>Secure cylinders upright and immovable</li> </ul>	Carbon monoxide Hydrogen sulfide	Flammable gases Oxidizing gases
Corrosives			Inorganic Acids	<ul style="list-style-type: none"> <li>Separate, protected acid storage cabinet</li> <li>NOT on metal shelves</li> </ul>	Hydrochloric acid Sulfuric acid Phosphoric acid	Flammable liquids Flammable solids Bases Oxidizers Organic acids
			Organic Acids	<ul style="list-style-type: none"> <li>Separate, protected acid storage cabinet</li> <li>NOT on metal shelves</li> </ul>	Acetic acid Trichloroacetic acid Lactic acid	Flammable liquids Flammable solids Bases Oxidizers Inorganic acids
			Oxidizing Acids	<ul style="list-style-type: none"> <li>Separate, protected acid storage cabinet</li> <li>NOT on metal shelves</li> <li>Away from flammables</li> </ul>	Nitric Acid Perchloric acid Chromic acid	Flammable liquids Flammable solids Inorganic acids Organic acids Bases
			Bases	<ul style="list-style-type: none"> <li>Storage cabinet separate from all acids</li> </ul>	Ammonium hydroxide Potassium hydroxide Sodium hydroxide	Flammable liquids Oxidizers Poisons Acids



## Corrective Action – No Food or Drink

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All food and drink should be left outside the laboratory  
Avoid cosmetics (chap stick, contact solutions, lotions, etc.)



## Corrective Action – RMW Containers

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### Open Biological/Sharps Containers



***Keep benchtop containers empty unless actively being filled***

# Laboratory Rosters




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# Hazard Assessments – SECTOR

## Welcome to SECTOR!

SECTOR is Mount Sinai's online platform for *Safety, Environment, Compliance, Training, and Online Recordkeeping*.

### Getting Started with SECTOR

Begin by verifying or updating your personal information by clicking the  icon in the top right corner of the screen. This includes your name, email address, and Life Number.

### I'm a PI or Lab Manager. What can I do with SECTOR?



#### Corrective Actions

View inspection results, respond to, or reassign corrective actions.



#### Lab Rosters

Setup a lab roster and delegate safety management functions to other people in your lab.



#### Safety Training

Safety training records are now visible through SECTOR. View the status, or assign training requirements, for anyone in your lab.



#### LHAT

Complete the annual lab hazard assessment and set personal protective equipment (PPE) requirements for your lab.



#### SDS Search

Quickly find the Safety Data Sheet (SDS) for chemicals in your lab.



#### C-14 Card

Anyone working in a laboratory is required to have a C-14 Certificate of Fitness issued by the FDNY. Submit your proof of C-14 today.



#### Lab Safety Manual

Refer to policies and procedures in the clinical and research lab safety manual.




(212) 241-7233 (x4SAFE)


Questions?




## Training Compliance – Laboratory Rosters














- Principal Investigators and Lab Safety Managers can manage laboratory staff, roles and emergency contact information by leveraging the ‘Lab Roster’ module




Josef (Administrator)  [Logout](#)


Add User To Roster:



Name	Email	Allowed	Role
Josef Ehntholt [PI]	josef.ehntholt@mssm.edu		Principal Investigator Responsible Party
 Hector Maldonado	hector.maldonado@mssm.edu		
 Mark Matthews	mark.matthews@mssm.edu		Lab Safety Officer 
 Maureen Parilla	maureen.parilla@mssm.edu		Laboratory Staff 
 Test Test	greg.kwolek@mssm.edu		Departmental Safety Officer (DSO) 


**24-Hour Emergency Contact Numbers**

 (212) 241-7233 - N/A (Apr 14, 2017)

 (917) 439-7600 - Ehntholt, Josef (Jul 19, 2017)

Add Phone Number

N/A



# Training Metrics




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# Training Compliance – SECTOR

- Principal Investigators and Lab Safety Managers can track training compliance on the Lab Safety Module
  - 5 Core EH&S Trainings
  - Trainings Required by Job Function

Select Training

Basic Laboratory Safety

Add Training to All Lab Personnel

Josef Ehntholt			Add Selected Training
Training	Last Completed		Status
✗ Basic Laboratory Safety	Feb 23, 2017		Current
✗ Needlestick Injury Prevention and Reporting for Research-Related Activities	Sep 8, 2017		Current
✗ Initial Laser Safety for Researchers	Sep 21, 2017		Current
✗ Principles of Biosafety	Oct 12, 2017		Current
✗ Hazard Communication and GHS	Nov 30, 2017		Current
✗ Proper Use of Chemical Fume Hoods	Dec 13, 2017		Current
✗ Laboratory Hazardous Waste Management	Dec 19, 2017		Current
✗ Bloodborne Pathogens and Exposure Control in HIV/HBV/HCV Laboratories	Jan 24, 2018		Current
✗ Bloodborne Pathogens and Exposure Control in Research Settings	Apr 12, 2018		Current
✗ Personal Protective Equipment	Never Completed		Needed

Hector Maldonado			Add Selected Training
Training	Last Completed		Status
✗ Hazard Communication and GHS	Nov 13, 2013		Expired
✗ Principles of Biosafety	Feb 27, 2014		Current
✗ Proper Use of Chemical Fume Hoods	Sep 9, 2016		Current
✗ Bloodborne Pathogens and Exposure Control in Research Settings	Never Completed		Needed
✗ Personal Protective Equipment	Never Completed		Needed
✗ Needlestick Injury Prevention and Reporting for Research-Related Activities	Never Completed		Needed
✗ Initial Radiation Safety for Researchers - RAM Users	Never Completed		Needed
✗ Basic Laboratory Safety	Never Completed		Needed
✗ Laboratory Hazardous Waste Management	Never Completed		Needed

## Training Compliance – SECTOR

- Principal Investigators, lab safety officers and lab members will receive automatic updates when trainings are incomplete or close to expiring



Dear Emma Klein,

The following training courses require your attention:

Training	Expires
[EHS116] Hazard Communication and GHS	Not Completed
[EHS124] Personal Protective Equipment	Not Completed
[EHS213] Laboratory Hazardous Waste Management	Not Completed
[EHS220] Principles of Biosafety	Not Completed

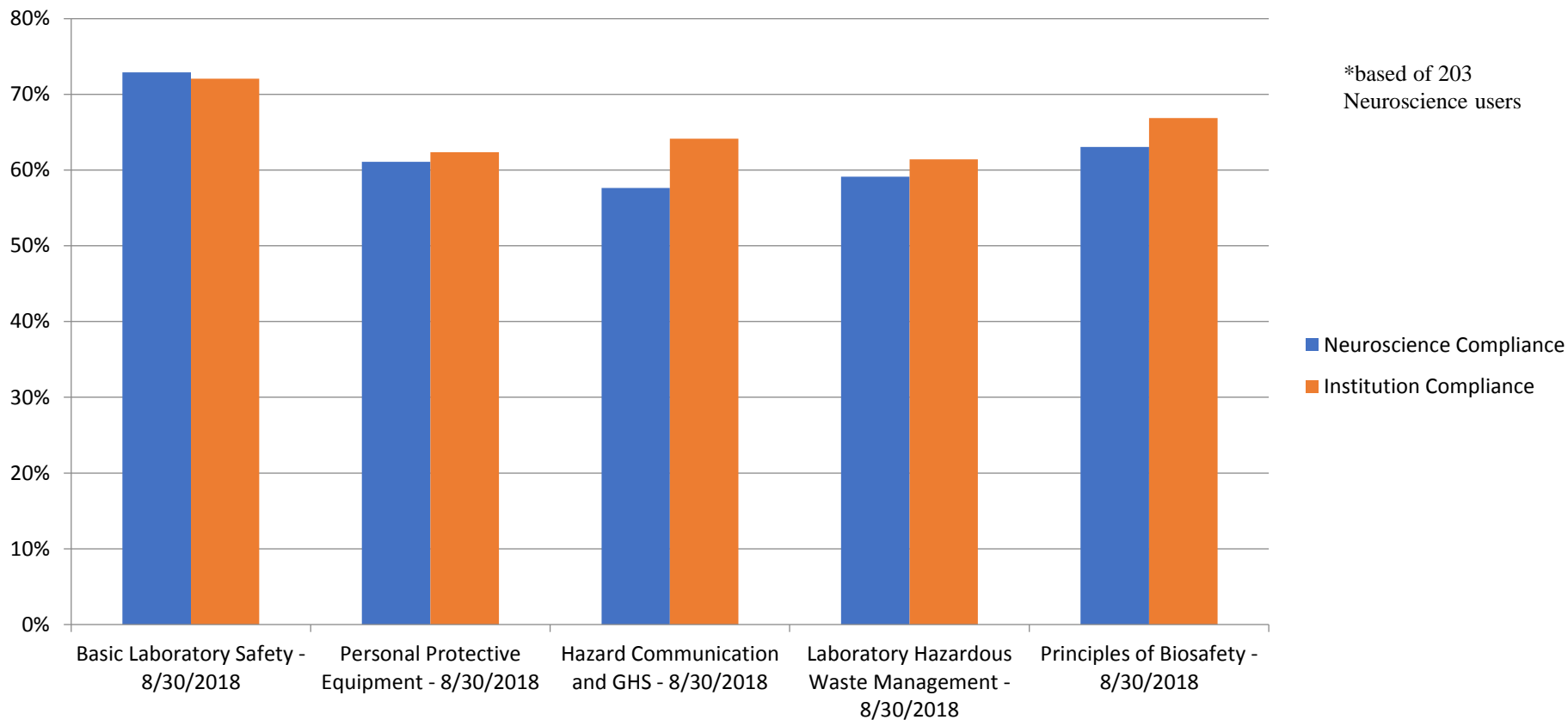
Please visit [PEAK](#) to take the required training courses at your earliest convenience. For more information about safety training, please visit the [Environmental Health and Safety website](#). Please note that training records may take up to 24 hours to update in SECTOR after you have completed the training course.

If you have any questions regarding your safety training, please contact Mount Sinai Environmental Health and Safety at [AskEHS@mssm.edu](mailto:AskEHS@mssm.edu) or by calling x4SAFE.

Mount Sinai Environmental Health and Safety

## Training Compliance \*

Training Name	Neuroscience Compliance	Institution Compliance
Basic Laboratory Safety - 8/30/2018	73%	72%
Personal Protective Equipment - 8/30/2018	61%	62%
Hazard Communication and GHS - 8/30/2018	58%	64%
Laboratory Hazardous Waste Management - 8/30/2018	59%	61%
Principles of Biosafety - 8/30/2018	63%	67%



# Laboratory Hazard Assessments



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## Laboratory Hazard Assessments

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- A **Chemical Hygiene Plan (CHP)** is required per OSHA's Occupational Exposure to Hazardous Chemicals in Laboratories standard (29 CFR 1910.1450) and Mount Sinai policy.
  - The CHP provides essential information for prevention of potential exposures to hazardous materials and physical hazards in the laboratory.
- Mount Sinai has developed a Chemical Hygiene Plan to provide an overview of information about the use of hazardous materials in research laboratories, their hazards, warning signs, control measures, safety training to minimize exposure and waste management.
- This LHAT is your laboratory-specific complement to the Mount Sinai Chemical Hygiene Plan.

### Chemical Hazards

**Working with small volumes of corrosive liquids (< 1 liter).**

*Room:* MSM: Annenberg - 1608, 1620

*Hazard:* Eye or skin damage

*Engineering Controls:* Handle materials inside a certified chemical fume hood to ensure adequate ventilation.

*PPE:* Safety Glasses or Goggles, Light Chemical-Resistant Gloves, Lab Coat



## Common Hazard in Lab Assessments (LHATs)

---


Activity	# of PIs
Working with small volumes of corrosive liquids (< 1 liter).	25
Minor chemical spill cleanup.	22
Working with small volumes of organic solvents (< 1 liter).	22
Working with animal specimens (preserved and unpreserved).	21
Working with toxic chemicals (solid or liquid).	21
Working with very cold equipment or dry ice.	19
Working with live animals (Animal Biosafety Level 1, ABL-1).	17
Working with cryogenic liquids	13
Working with agents classified as Biosafety Level 1, (BSL-1).	11
Working with hot liquids, equipment, open flames (autoclave, Bunsen burner, water bath, oil bath).	11
Manipulation of cell lines, viruses, bacteria, or other organisms classified as Biosafety Level 2, (BSL-2).	10
Removing freezer vials from liquid nitrogen	10

- Pending LHATs can be completed by LSOs

## Laboratory Hazard Assessments

- Hazard Assessments must be reviewed and digitally signed by all lab members!




Ehnholt, Josef	[MSH&ISMMS] Environmental Health and Safety	Ehnholt, Josef	 Sign  Print
----------------	---	----------------	--

By signing below and clicking 'Save' you are certifying that you have read and understood the LHAT. You may sign with a mouse or use a touchscreen on supported devices.

Josef ☺

After review, please sign and date below.

Name	Email	Signature	Date
Mark Bailey	mark.bailey@mssm.edu		
Ma Behzadi	ma.behzadi@mssm.edu		6/29/18
Carly Bliss	carly.bliss@mssm.edu		
Felix Broecker	felix.broecker@mssm.edu		
Lynda Coughlan	lynda.coughlan@mssm.edu		
Marianne Dejong	marianne.dejong@mssm.edu		
Alec Freyn	alec.freyn@icahn.mssm.edu		
Victor Leyva-Grado	victor.leyva-grado@mssm.edu		7/5/18

# Certificate of Fitness




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# Hazard Assessments – SECTOR

## Welcome to SECTOR!

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### Getting Started with SECTOR

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### I'm a PI or Lab Manager. What can I do with SECTOR?



#### Corrective Actions

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#### Lab Rosters

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#### LHAT

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#### SDS Search

Quickly find the Safety Data Sheet (SDS) for chemicals in your lab.



#### C-14 Card

Anyone working in a laboratory is required to have a C-14 Certificate of Fitness issued by the FDNY. Submit your proof of C-14 today.



#### Lab Safety Manual

Refer to policies and procedures in the clinical and research lab safety manual.



(212) 241-7233 (x4SAFE)

Questions?

## Certificate of Fitness

- **Certificate of Fitness for Supervising Non-production Chemical Laboratories (C-14)**
  - As per the 2008 Fire Code, all non-production laboratories within New York City must be operated under the supervision of a Certificate of Fitness holder. This applies both to new laboratories constructed after July 2008 and those constructed before (referred to as "pre-existing laboratories").
- Mount Sinai's **Executive Lab Safety Committee** has decided to go above and beyond the city requirements and is requiring all personnel that work in a lab to obtain a C-14 certificate of fitness. This is to promote a safety awareness culture as well as to ensure labs are always in compliance with local law.

### CERTIFICATE ISSUED BY NYC FIRE DEPT

CERT # **12345678** **N**  
ISSUED **04/12/2018** EXPIRES **04/12/2021**

NAME SAMUEL STEWART  
HOME 2919 24TH AVE  
ADDR. ASTORIA, NY 11101

NOT  
FDNY  
EMPLOYEE



FEE \$ 25 CAT.F91 TYPE Fitness  
ESSC CON FG H/OB

EMPLOYER JOHN SMITH  
WORK 30 ROCKEFELLER PLZ  
LOCATION MANHATTAN, NY 11019



## Certificate of Fitness

- Laboratory Staff can now track C-14 permits and expirations using SECTOR

### User

Greg Kwolek [greg@safetystratus.com]

 Add Comment

### C14 Number

12345678

 Add Comment

### Issue Date

09/13/2017

 Add Comment

### Expiration Date

09/13/2020

 Add Comment

### Attach C14 Card

 Attach File

CERTIFICATE ISSUED BY NYC FIRE DEPT

CERT #	N
ISSUED	03/18/2016
EXPIRES	07/31/2017
NAME	PLATE DIAMOND
HOME	9 METROTECH CENTER
ADDR.	BROOKLYN, NY 11201
FEES	\$ 25.00 CAT C42 TYPE Fitness
DESC.	STORAGE AND HANDLING OF CORROSIVES AND OXIDIZERS
EMPLOYER	FDNY
WORK	9 METROTECH CENTER
LOCATION	BROOKLYN, NY 11201

NOT FDNY EMPLOYEE

# Laboratory Safety Manual and CHP




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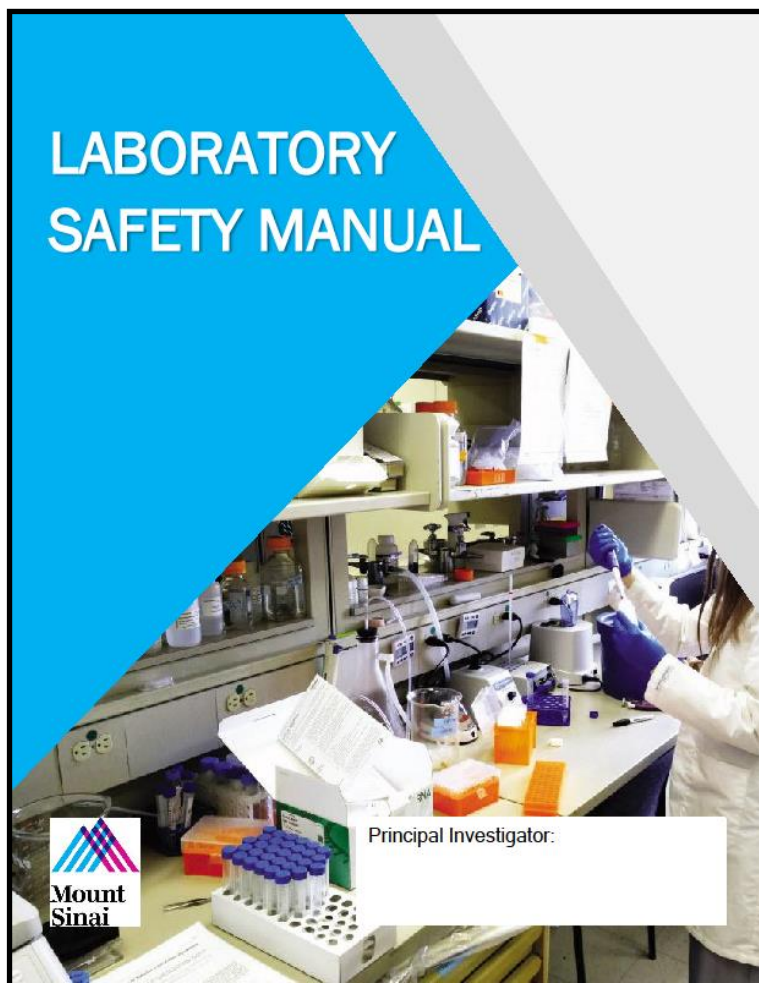


(212) 241-7233 (x4SAFE)

Questions?



# Laboratory Safety Manual – Distribution



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# Safety Data Sheets




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# Safety Data Sheets

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Questions?

# Safety Data Sheets



**MSDSonline**  
— a velocityEHS solution —

 Safety Center

 **MSDS Search**



 All Products

 Locations

 Manufacturers

 **MSDSonline Search**

## MSDS Search

Search by Product Name, Manufacturer, CAS#, and/or Product Code or search by indexed fields, Ingredient, Ingredient CAS#, UN/NA#, D



— Advanced Search

Locations:

Select Location

Groups:

Select Group

Product Data:

Select Product Data

Product Status:

Active

Custom Module:

Search

Reset

Product name starts with: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 0-9 #+=

# How to Access SAFETY DATA SHEETS (SDS)

## ► Primary Method: EH&S Intranet

- Navigate to the EH&S Intranet page at [http://intranet1.mountsinai.org/compliance/env\\_health\\_safety.asp](http://intranet1.mountsinai.org/compliance/env_health_safety.asp)
- Click on the *MSDSonline* link



## ► Alternate Method #1: Smart Phone

- Android: Open 'Optical Reader', scan code
- Apple: Open 'Camera', scan code



## ► Alternate Method #2: Phone & Fax

- Call *MSDSonline*
- The SDS will be faxed or emailed



**For all spills contact: Security (x60) 24/7**

Contact EH&S for questions at x4SAFE or [askEHS@mssm.edu](mailto:askEHS@mssm.edu)

# Emergency Management



**Mount  
Sinai**

## Transition to Plain Language – Badge Distribution

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### Transition to Plain Language



New badge buddies



Over 2,000 badge buddies  
distributed to Research  
community via LSO/DSO



Updating documents



Posters put up on all Research  
floor



Giving plain language presentations

Emergency Management will be invited to future LSO/DSO meeting

# Transition to Plain Language – Badge Distribution

## Emergency Alert System



**Effective May 17, 2018**, the Mount Sinai Health System will transition from color codes to a standard Plain Language Emergency Alert System. The new alerts have been simplified into three types: **Facility, Medical, and Security**. The language we use to communicate emergencies has changed, but not the way we receive messages or respond.

**Fire Alerts > 4-FIRE (212) 241-3473**

**Cardiac Arrest Emergencies > 4-7000 (212) 241-7000**

**Security Emergencies and Hazardous Materials Spills > 60**

### What you will hear:



**Facility Alert** + Alert Type + Location + Instructions

**Medical Alert** + Response Team + Location

**Security Alert** + Alert Type + Location + Instructions



### Facility Alerts (Examples)

Previous Alert	New Alert
Code Red	Facility Alert + Code Red + Location + Instructions
Code HICS	Facility Alert + Emergency Plan Activated + Location + Instructions

### Medical Alerts (Examples)

Previous Alert	New Alert
Team 7000	Medical Alert + Hospital Code Team + Location

### Security Alerts (Examples)

Previous Alert	New Alert
Code Silver	Security Alert + Armed Intruder + Location + Instructions
Code Pink	Security Alert + Infant/Pediatric + Location + Instructions

**Code Clear (For All Alert Types): All Clear + Alert Type + Resolved Message**



## Mount Sinai Health System Emergency Alert System Messaging

In the event of an emergency please listen for the following

**Security Alert** *For incidents affecting safety*  
Alert Type + Location + Instructions

**Facility Alert** *For incidents affecting the building*  
Alert Type + Location + Instructions

**Medical Alert** *For patient care emergencies*  
Alert Type + Response Team + Location



### **Fire Alerts will be messaged as follows:**

Facility Alert: Code Red [Name of] Building, [#] Floor, and will be followed by instructions

### In case of fire:

**R**escue  
**A**larm  
**C**onfine  
**E**xtinguish/evacuate

### Fire extinguisher procedure:

**P**ull  
**A**im  
**S**queeze  
**S**weep



In case of fire or smoke, pull the nearest fire alarm box, call your Facility's emergency number and dial 9-1-1.



## Emergency Information

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- ▶ Do all staff know the location of the nearest safety equipment (spill kit, safety shower, eyewash) and egress routes?
- ▶ Who to call in the event of smoke or a burning smell?
  - x4Fire
- ▶ Who to call in the event of a fire?
  - x4Fire
- ▶ Who to call in the event of a chemical spill?
  - X60 (Security)
- ▶ Who to call in the event of suspicious activity or staff?
  - X60 (Security)
- ▶ Who to call for general EH&S inquiries?
  - x4Safe

**Thank you for your Participation!**

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