University of Florida
Environmental Health & Safety
Research Services
researchsafety@ehs.ufl.edu
phone: (352)-392-1591
fax: (352)-392-3647

MINORS REGISTRATION

Completed forms must be submitted **TWO WEEKS PRIOR** to beginning any hands-on work in the laboratory/facility for an approval to be issued.

Always consult with the Office of Youth Compliance Services first before starting any activity engaging minors under the age of 18. Certain activities may require registration with the Office of Youth Compliance Services. UF personnel engaging or supervising minor activities must have taken the required youth protection training YCS800 on MyTraining.

Section 1 – Basic Information

Minor's Name:	Minor's Date of Birth:
Minor's School:	
PI/Sponsor:	Title:
Department:	Address/Box:
Phone:	Email:

Section 2 – Project Information

2.1 **Name of Supervisor (if different from above):**
Phone: **Email:**

2.2 **Project Location:** Building(s): Room(s):

2.3 **Reason for this work (check one):**

☐ SSTP ☐ Science Fair Project ☐ Volunteering
☐ Internship ☐ Employment ☐ Other (explain):

2.4 **Project Title (if applicable):**

2.5 **Project Start Date:** **Project End Date:**

2.6 **Project Description.** Provide a description of the project including specific techniques to be used/learned and any potentially hazardous material (see attached description of potential hazards) the minor will be working with. Attach a separate sheet if necessary.

2.7 **Chemicals.** Please check all categories of chemicals to be used and ***list the specific chemicals***.

Category	List Chemicals
☐ Flammable	
☐ Reactive	
☐ Carcinogenic	
☐ Reproductive toxicity	
☐ Toxic	
☐ Corrosive	
☐ Oxidizer	
☐ Cryogen	
☐ Pharmaceuticals	
☐ Compressed gases	

2.8 **Biological Material.** Please check all categories of biological material to be used and ***list the specific material***.

Category	List Biological Material
☐ Recombinant DNA *(List the vector(s) and gene(s) in the next column)*	
☐ Bacteria *(List species and strain in the next column)*	
☐ Viruses	
☐ Fungi	
☐ Parasites	
☐ Human Source Material	*Completed Bloodborne Pathogen training? ☐ Yes ☐ No
☐ Insects	
☐ Plants	
☐ Animals**	

Contact with primary human cells, human blood, and other potentially infectious material requires the completion of Bloodborne Pathogen training prior to beginning work.

****Note that animal contact requires medical clearance and may require IACUC approval prior to beginning work.***

2.9 **Physical Hazards.** Please check all categories of physically dangerous equipment/material to be used or encountered and ***list the specific equipment/material and situations*** they will be used in.

Category	List equipment/material, situations
☐ Industrial Equipment	
☐ Loud Noise	
☐ Compressed Gas	
☐ High Temperature	
☐ High Voltage	

2.10 Will any of the following types of equipment be used? *Check all that apply.*

☐ Fume Hood ☐ Biosafety Cabinet ☐ Laminar Clean Bench ☐ Autoclave
☐ Centrifuge ☐ Analytical Instruments (list): ☐ Other (list):

2.11 Describe the ***lab-specific safety training*** the student has received. *Note that even if no chemicals or biologicals are handled by the minor, the minor should still be advised of hazards present in the lab, hazards related to various equipment that will be used, and proper emergency response (e.g. what to do/who to contact).*

Section 3 – Signatures

PI Assurance

I agree to sponsor _____ and by my signature below I agree that I have read, understood, and will adhere to the UF "Minors in Laboratories or Animal Facilities" Policy. I will comply with all Youth Protection requirements as outlined by the Office of Youth Compliance Services. Personal protective equipment appropriate for, and specific to, laboratory hazards will be provided. My laboratory is in full compliance with all applicable University of Florida safety programs and regulations.

I have reviewed and agree to comply with the Office of Youth Compliance Services requirements and I am aware that all personnel supervising or directly engaging with minors must complete the required youth protection training YCS800 in MyTraining:

☐ Yes ☐ No

_____
Name of Faculty Sponsor

_____ _____
Signature Date

Minor's Assurance

I have read, understand, and will adhere to the UF "Minors in Laboratories or Animal Facilities" Policy.

_____
Name of Minor

_____ _____
Minor's Signature Date

Parent's Assurance

I have read and understand the Potential Hazard Information Sheet describing the potential risks and dangers associated with my child's research project. I agree and understand that my child's research project may be suspended at any time, at the discretion of the University of Florida and its officers, agents, and employees, if the safety of my child, the employees and other volunteers of the University of Florida become a concern.

_____ _____
Name of Parent or Legal Guardian Phone #

_____ _____
Parent/Legal Guardian's Signature Date

The completed form must be received by Environmental Health & Safety at least <u>two weeks</u> prior to the minor's anticipated start date. EH&S grants approval based on health & safety aspects of the research only and does not evaluate for youth protection compliance. Always obtain appropriate approval from the Office of Youth Compliance Services.

Submit pages 1-3 of this registration form to researchsafety@ehs.ufl.edu. Keep the other pages for your information.

Biosafety Approval: _____	Date: _____
Lab Safety Approval: _____	Date: _____
Other EH&S Approval:_____	Date: _____
IACUC Approval: _____	Date: _____
IRB Approval: _____	Date: _____

POTENTIAL HAZARD INFORMATION SHEET

Scientific research involves exposure to various hazards. When deciding to allow your child to participate in research projects conducted in University of Florida laboratories, greenhouses, or animal facilities, you need to be aware of the potential hazards he or she may encounter. The following information provides the most common potential hazards but is not intended to be an exhaustive list of all potential hazards. Questions may be addressed to the minor's specific sponsor.

Definitions

Allergens – substances capable of producing an allergic reaction.
Carcinogens – substances capable of producing cancer.
Pathogens – bacteria, viruses, prions, fungi, and parasites capable of causing diseases.
Recombinant materials – DNA that has been genetically engineered (altered), usually incorporating DNA from more than one species of organism.
Transgenic – an organism that has had genes from another organism inserted into its genome.
Toxins – poisonous substances produced by living organisms, plants, and animals.
Zoonotic diseases – diseases that can be passed from animals to humans.

Potential Hazards

Your child's research project may involve one or more of the following potential hazards. A table is attached with examples.

Chemicals – can be unstable, reactive, toxic, or corrosive. Potential injuries include skin and eye burns, respiratory problems, allergic reactions, skin, eye, and mucous membrane irritation and illnesses.
Pathogens – found in human, animal, and plant tissue and can cause infections and acute or chronic illnesses.
Recombinant materials/technology – can interact with the human body and its cells and produce potentially hazardous results.
Mechanical/electrical equipment and instrumentation – can cause electrocution, burns, cuts, scrapes, and injuries from pinch points. High noise levels can cause hearing loss.
Radiation/irradiation – can cause skin and eye damage, cellular damage, and long-term health problems.
Animals – can bite, scratch, and transmit zoonotic diseases such as rabies, toxoplasmosis, pox virus, cat bite fever, rat bite fever, and various parasitic infections or release allergens.
Gas cylinders/compressed gases – gas cylinders with compressed gases can explode, causing injury from high-speed projectiles. Released gases can cause eye and skin irritations, respiratory problems, light-headedness, asphyxiation, and fainting.

Potential Hazards Table

	Definition	Hazards	Examples
Chemicals	Refined compound that could be in the form of a solid, liquid, or gas. These may or may not be hazardous. Some compounds may have numerous hazard classifications (e.g.: flammable, toxin, & carcinogen.	Carcinogen: may cause some sort of cancer with long-term exposure, usually many years in the future.	Benzene
		Teratogen: shown to affect the reproductive system of males & females. May cause birth defects in the developing fetus.	Alcohol, thalidomide
		Neurotoxin: may affect the nervous system	Ethidium bromide, snake venom
		Flammables: will burn or explode	Acetone, xylene, alcohol
		Reactives: will react explosively	Peroxides, acrylamide
		Corrosives: will cause tissue damage with contact through inhalation, eye, skin, etc.	Acids & bases
		Toxins: may cause illness or death on exposure	Cyanide
Biological Agents	Living organisms or products of living organisms such as viruses, bacteria, fungi, prions, & parasites. Hazards from infection with these agents are organism-dependent and can range from mild & treatable to severe & untreatable. Agents are classified into four groups called biological safety levels with level 1 as the least hazardous & level 4 as the most hazardous.	Level 1 – minimal hazard in healthy human adults	Baker's yeast, *E. coli* K12 strains
		Level 2 – Mild to moderate hazard	Influenza, Polio, *Salmonella*
		Level 3 – May cause severe illness and possibly death.	Tuberculosis, HIV
		Level 4 – Extreme hazard, often cause fatal illness. Level 4 agents are not allowed at the University of Florida.	Hemorrhagic fever
Recombinant DNA	DNA that has been altered by joining genetic material from two different sources. Usually involves putting a gene from one organism into the genome of a different organism.	Often unknown consequences once introduced to the human body.	Viral vectors like Adeno- and Adeno-associated viruses used to express genes in a cell line or mammalian host.
Biological Toxins	Poisons produced by plants, microbial organisms, or animals	Tissue & organ damage or death.	Plant – Ricin Microbial – Staph enterotoxins, tetanus toxin Animal – Fish & snake venom

Compressed Gases	High pressure cylinders that hold gases. These are usually large & heavy. Gas may be harmless, toxic, corrosive, flammable.	Physical: explosion hazard if they rupture Asphyxiant: may vent gas to the workplace and displace oxygen.	Asphyxiant: Nitrogen, helium, any other non-oxygen gas Flammable: Hydrogen Toxic: Ammonia
Radiation/Radioactive Materials	High energy particles (alpha & beta) or waves (x-rays)	Tissue and organ damage with high doses.	Uranium, Phosphorous32, Sodium35, X-rays
Physical Hazards	Hazards from noise, machinery, heat, cold, etc.	Tissue damage, hearing loss	Scrapes, cuts Cold: Liquid nitrogen, dry ice Heat: burners

Rules for Minors Working in Laboratories and Animal Facilities

1. Never work alone in any laboratory environment without direct, immediate adult supervision from the sponsor or someone designated by the sponsor.

2. Always follow the instructions of the sponsor or laboratory supervisor.

3. Always wear appropriate clothing that reduces the amount of exposed skin. Long pants and closed toed shoes with full coverage are required.

4. Always wear the personal protective equipment as directed and dispose of it appropriately. Personal protective equipment includes protective eyewear, gloves, coats/gowns, and other face/body protection as dictated by the hazard being worked with or around.

5. Always tie back long hair to keep it away from any hazards that exist in the laboratory.

6. Always keep your hands away from your face and wash them well with soap and water prior to leaving any laboratory area.

7. Never eat, drink, chew gum, apply lip balm, or touch contact lenses while in any laboratory environment.

8. Always ask questions if you do not understand the safety requirements.

9. Always report any accident (regardless of severity) immediately to the sponsor or the laboratory supervisor.