



NEW Principal Investigator Requirement Checklist

Welcome to Case Western Reserve University!

The following is a checklist that will help you establish an OSHA compliant laboratory at CASE. The Department of Environmental Health and Safety (EHS) has compiled this packet to assist you in fulfilling the necessary documents to establish a compliant laboratory. If you have any questions, please contact the EHS office at 216-368-2907.

HEALTH SERVICES: 2145 Adelbert Road, 216-368-2450

- Schedule a physical at health services. Call 216-368-2450 to make an appointment.
- If working with bloodborne pathogens, hepatitis B shots are suggested. If you have already had the series, please forward documentation to health services or call 216-368-2450 to schedule series.

DOCUMENTS TO BE COMPLETED **PRIOR** TO WORKING IN LAB:

- Chemical Hygiene Plan (CHP) **REQUIRED**
- Exposure Control Plan (ECP) **REQUIRED**
- Regulated Chemical/Select Agent Questionnaires **REQUIRED**

Keep a copy
in laboratory
and return
original to EHS

TRAINING:

- Lab Standard/Regulated Chemical **Mandatory**

The following training is mandated as necessary:

- Respiratory
- Bloodborne Pathogen
- X-Ray
- Laser
- Hazardous Material Shipment
- Hazard Communications
- Radiation

****If your laboratory will be working with radiation, contact the Department of Radiation Safety at 216-368-2906 to obtain a radiation manual / application.**

CHEMICAL HOODS / BIOSAFETY CABINETS (if applicable):

- Hood certification. Contact EHS for certification.
- Biosafety cabinet certification. If expired by one year from certification date, go to <https://case.edu/ehs/> to initiate certification process.