



LabNotes

NO. 75

SAFETY NEWS FOR UC SAN DIEGO RESEARCHERS

WINTER 2007

UCSD's Controlled Substances Program: What's New?

Management of UCSD's Controlled Substances Program, formerly under the Purchasing Department, has been delegated to Environment, Health & Safety. The Controlled Substances Program administers strict federal regulations affecting research, teaching, and veterinary uses of controlled substances. Under CS Program Manager Wendy Scott, UCSD's CS Program has evolved to meet current federal Drug Enforcement Agency (DEA) regulations.

Read about what's new and important dates coming up in 2007 that researchers need to know:

Controlled Substance Use Authorization – A Controlled Substance Use Authorization (CSUA) is required to purchase, possess, and work with controlled substances. Pls **renewing** Controlled Substance Authorizations issued by the Purchasing Department must apply for a CSUA as a new applicant.

Audits – Audits will be performed at least twice per year to ensure compliance with UCSD and DEA requirements.

Purchasing – Purchase requisitions now must first be approved by the CS Program Manager before they can be placed. Fax or send requisitions and supplemental information forms to (858) 822-0561 or Mail Code 0035. Approved orders will then be forwarded to continued on back...see **CS: What's New?**

Radioisotope Package Delivery Service



Free radioisotope package delivery service by EH&S Services Lab is available upon request for qualifying UCSD laboratories.

To qualify for delivery service, laboratories must have:

- An employee authorized on the lab's Radiation Use Authorization (RUA) present to sign for the package delivery
- A posted Radioactive Materials Area to store the material
- A posted refrigerator or freezer in a designated Radioactive Materials Area to receive refrigerated or frozen isotopes, if applicable

How to request delivery service: Use the Radioactive Materials Package Delivery Request form (<http://blink.ucsd.edu/go/radiationforms>) to establish delivery service for your lab. Principal investigators with multiple RUAs will complete one form per RUA.

No signature option: Principal investigators may authorize delivery of radioisotope packages to their qualifying laboratory **without a receipt signature**. To request the no signature option, check the "Release of Responsibility" box at the bottom of the Radioactive Materials Package Delivery Request form. The no signature option is not available for packages marked Radioactive Material Security.

Delivery policy: Deliveries are made Monday through Friday, 2–4 p.m. One delivery attempt will be made per day. If delivery cannot be made, a second, final delivery attempt will be made the next working day. Undelivered packages will be returned to the EH&S Services Lab in UCtr 301-B where they will be available for pick up.

Questions? Contact the EH&S Services Lab, (858) 534-6418.



New Vivarium Safety Officer

EH&S is pleased to introduce **Deborah Durand**, UCSD's new Vivarium Safety Officer (VSO).

You may already know Debbie. She's been at UCSD for 22 years; the last 20 of those years she worked on HIV projects for the AIDS Clinical Trials Group with Dr. Rachel Schrier and the HIV Neurobehavioral Research Center with Dr. J. Allen McCutchan.

Debbie will work closely with the Animal Care Program, Animal Welfare Program, principal investigators, and research staff to develop, implement, and maintain workplace safety programs designed to protect UCSD employees involved in all aspects of animal research. Contact Debbie at (858) 534-6715 or ddurand@ucsd.edu.



Please Post or Circulate

Ergonomic Tips for Pipetters

Pipetting, one of the most common tasks performed in research laboratories, is also among the most ergonomically stressful when performed frequently or for prolonged periods of time. Pain and discomfort caused by pipetting is associated with risk factors that include thumb force, repetitive motions, and awkward wrist, arm, and shoulder postures.

Good news: Strain and discomfort from these risk factors can be prevented. Understanding risk factors and practicing basic ergonomic principles is the first defense against possible injury and loss of productivity.

Follow the recommendations below to protect yourself from ergonomic hazards associated with pipetting.

Select equipment that reduces risk factors:

- Use multichannel / electronic pipettes
- Use trigger mechanisms
- Choose pipettes that fit your hand

Best practices to eliminate or reduce risk factors:

- Use proper back and feet support
- Position your wrists in a straight, neutral position
- Avoid resting your forearms on sharp edges
- Use minimal force
- Switch between your right and left hand to share the work load
- Limit pipetting intervals to 30 minutes or less
- Rotate pipetting activities with other tasks
- Reduce reaching:
 - Use shorter pipettes
 - Use low profile waste receptacles
 - Use low profile solution containers
 - Keep items as close as possible
- Rotate personnel for pipetting tasks during peak periods



Learn more about laboratory ergonomic risk factors and training that can help you work safely and comfortably on Blink at <http://blink.ucsd.edu/go/ergo>.

CS: What's New?

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Purchasing to be placed by a professional buyer.

Personnel Screening Data Sheet – The Personnel Screening Data Sheet (PSDS) is a new form that must be completed for each individual listed on a CSUA as authorized to access and handle controlled substances.

Important Dates in 2007:

February 8, 2007: Campus-wide Inventory – Every PI who has possessed or received controlled substances for research, teaching, or veterinary purposes in the past two years must declare their inventory status by the close of business on February 8. An Inventory form and instructions will be e-mailed to qualifying PIs. Declaration of inventory is mandatory even if no controlled substances remain in stock. This campus-wide inventory is a DEA requirement.

March 15, 2007: CSUA Deadline for CS Labs – All labs currently in possession of controlled substances must have an approved CSUA by March 15. Over 50% of CS labs have completed this requirement. To maintain UCSD's Drug Enforcement Agency registration, all CS labs must have a CSUA issued by the EH&S Controlled Substances Program manager by this date.

Learn more about UCSD's Controlled Substances Program:

- **Visit the CS Web page** on Blink at <http://blink.ucsd.edu/go/cs> for details on how to manage, secure, procure, inventory, and dispose of controlled substances.
- **Register for Controlled Substances Training** through Enrollment Central at <http://enrollmentcentral.ucsd.edu/>.
- **Contact the Controlled Substances Program Manager**, Wendy Scott, at wscott@ucsd.edu or (858) 534-1362.

**“Safety Training Days”
on Enrollment Central**
Register online at Enrollment Central:
<http://enrollmentcentral.ucsd.edu>

Browse “EH&S—Safety” under Course Topics for classes and schedules. Learn more about UCSD safety training resources at <http://blink.ucsd.edu/go/safetytraining>.

Biotechnology Vendor Showcase
Thursday, February 8
Price Center Ballroom

Save time and work safer by finding better tools and methods for your research projects