

OSU Animal Exposure Procedure

Definitions

1. Animal: Any live or dead vertebrate animal, including animal fluids, excretions, secretions, and unfixed tissues (excluding established animal cell lines).
2. Animal Facility: Any and all buildings, rooms, areas, enclosures, or vehicles including satellite facilities, used for animal confinement, transport, maintenance, breeding, or experiments inclusive of surgical manipulation. A satellite facility is any containment outside of a core facility or centrally designated or managed area in which animals are housed.
3. Animal Exposure Training and Education: A program of training and education about the hazards of working with animals, methods of minimizing risks from those hazards, and species – specific handling and safety information.
4. Hazardous Material Exposure – Any eye, nose, mouth, parenteral, inhalation or non-intact skin contact with hazardous chemical, biological, or radiological materials.
5. Personal Protective Equipment (PPE): Appropriate combinations of protective outer clothing, gloves, sleeves, footwear, eye / face protection, respiratory protection and hearing protection designed to protect the individual from hazardous material exposures, physical injuries, allergens, noise or other hazards.
6. Reservoir host animals for rabies – dogs, cats (especially feral dogs and cats), skunks, raccoons, foxes, coyotes, and all types of bats.
7. Risk Assessment: The process by which risks associated with working with animals are identified.
8. Risk Mitigation: The process by which identified risks are managed through such actions as education, training, personal protective equipment, zoonoses surveillance, or immunization.
9. Student: Any individual in coursework with exposure to animals.
10. Supervisors: Department chairs, faculty, principal investigators (PI), facility managers, researchers and/or instructors who have responsibility for activities covered under this policy.

Program Components

A. Risk Assessment

- i. Risk-based Assessment – The supervisor conducts the initial risk-based assessment of all individuals covered under this policy to determine the level of participation in the [OSU Animal Exposure Program](#). [Environmental Health and Safety \(EHS\)](#) or Attending Veterinarian have the authority to indicate a higher level of risk if appropriate.

The risk-based assessment considers hazards:

- a. posed by the animals.
 - b. from biological, chemical, or physical agents used in the animal activity.
 - c. arising from susceptibility of personnel.
- ii. Participation and Enrollment
- a. Employees - The supervisor ensures that OSU employees (including student employees) are formally enrolled if listed on an [Institutional Animal Care and Use Committee \(IACUC\)](#) Animal Care and Use Proposal (ACUP) or if the employee's position description identifies an individual as having exposure to animals. The supervisor ensures that the [Initial Animal Exposure Questionnaire](#) is completed at the time a new ACUP is submitted for review, when new personnel are added to the ACUP, or when requested during the hiring or employee review process. The supervisor and the employee must both sign this [questionnaire](#).
The supervisor ensures that the [Annual Animal Exposure Questionnaire](#) is completed by employees annually if they continue to have exposure to animals.

Note: All employees at risk for rabies as defined by the [Rabies Prevention Program](#) must follow the requirements of that program.

- b. Students – The instructor will provide health and safety information to all students in coursework with exposure to animals as described in the Risk Mitigation section below, under 'Training' #3. Students in the course of employment at OSU are covered under Section 'a' above.
Note: Veterinary students receive additional services, such as rabies vaccination, under the direction of the [College of Veterinary Medicine](#).
- c. Others- The supervisor ensures that all 'Others' as defined in the [Animal Exposure Policy](#) complete the non-OSU employee [Initial Animal Exposure Questionnaire](#). The supervisor and the individual must sign this questionnaire.

B. Risk Mitigation

Risks identified by the risk assessment must be mitigated by implementing safe work practices, use of appropriate safety equipment, PPE and vaccination as necessary or required by program.

i. Training

- a. Training is mandatory for all individuals covered under the OSU Animal Exposure Policy, and will be of three types: 1) animal exposure safety awareness training 2) program or species – specific training and 3) instructor course curriculum. See table below:

Training Type	Employees/ Student Employees	Students (not employees)	Others (as Defined in the Animal Exposure Policy Section C3)				
			i	ii	lii	iv	v
1	Required	Available	Available	Available	Available	Available	Available
2	Required	Available	Required	Required	Required	Required	Required
3	N/A	Required	N/A	N/A	N/A	N/A	N/A

1. The animal exposure safety awareness training, provided by [EHS](#), covers the five major hazards associated with animal work: zoonoses, allergies, physical injuries, sharps use, and experimental hazards associated with the use of biological or chemical agents in animals. Training also includes discussions covering the necessity of personal hygiene, environmental control measures to prevent illness or allergy, appropriate personal protective equipment, safety equipment, and emergency response and notification procedures. Note: Where appropriate for the participants, rabies prevention awareness training and the requirements of the [OSU Rabies Prevention Program](#) are also included.
2. The program or species–specific training content will vary somewhat according to the type of animal exposure the activities to be done in the context of animal exposure, the available equipment and facilities, and the level of trainee experience. The supervisor will ensure that information is included on how to approach, restrain and handle animals under study in a safe and humane way. Other topics should

include facility entry / exit procedures, specific zoonotic agents possibly present in the species, safe sharps use during procedures involving sharps(if appropriate), and any other known hazards of working with the particular animal species or the conducting the procedures to be done. (See Resources at the end of this procedure).

3. The instructor course curriculum - Instructors of classes where animal handling or exposure is part of the course curriculum will be responsible for providing students enrolled in the course with information about
 - species–specific handling and safety information.
 - personal hygiene information
 - risks to humans and methods of protection.

- b. When studies involving animals are conducted at Animal Biosafety Level 2 (ABSL-2) or higher, additional training in animal biosafety practices is required. This training will be provided by [EHS](#), but must be supplemented with program / species–specific information in appropriate cases by the supervisor. The supervisor must provide suitable protective outer clothing, laundering arrangements (as needed), gloves, eye protection, and other personal protective equipment as needed and appropriate to the tasks.
- c. Training must include “no eating, drinking, storage of food, chewing gum, handling of contact lenses, application of lip balm or cosmetics is allowed in any animal room or holding area”.

ii. Confidential Medical Evaluation

- a. OSU Employees (including student employees) must be enrolled in the program prior to contact with animals.
 1. Each employee must complete an [Initial Animal Exposure Questionnaire](#) which requires input from both the individual and supervisor.
 2. The employee must send the completed questionnaire to [OSU Occupational Medicine \(OCM\)](#) for evaluation.
 3. OCM must send a copy of the first section of the questionnaire, which outlines the animal species used and the training and use of hazardous biological,

chemical and physical agents, to [EHS](#). No medical information is included in the first section of the questionnaire.

If screening identifies potential health risks, [OCM](#) providers will further evaluate individuals, provide immunizations, order titers, give occupational medicine recommendations, and refer as appropriate. Individuals who decline participation in the medical evaluation portion of the program may do so by signing appropriate declinations acknowledging their awareness of risks.

Medical care for work related injuries or illness will be provided as described in section iv below, “Medical Care for Animal-Related Illness, Injury, or Unsafe Condition”

- b. All students who have exposure to animals may contact [EHS](#) and/or [OCM](#) for further information.

Note: Veterinary students will complete [Initial Animal Exposure Questionnaire](#) upon admission.

- c. All ‘Others’ (as defined in policy) are required to complete the [Non-OSU Employee Initial Animal Exposure Questionnaire](#) and send to [OCM](#)).

- iii. Medical Care for Animal-Related Illness, Injury, or Unsafe Condition

- a. Supervisors must ensure that all individuals with exposure to animals have immediate access to a first aid kit. Red Cross first aid training is recommended for animal workers. See the [OSU Safety Policy: First Aid and Medical Service](#).
- b. All bites and scratches, cuts or scrapes must be flushed immediately with water, washed with soap and water, followed by treatment with antiseptic. The injured individual should report for medical attention as needed.
- c. Bites, scratches or exposure to saliva incurred from contact with any animal considered a potential reservoir host animal for rabies must be treated as a possible exposure to rabies virus. Individuals potentially exposed to rabies must follow the procedures detailed in the [OSU Human Rabies Prevention Program](#).

- d. Medical treatment should be provided as follows:
- Call 911 for any life threatening medical situation.
 - For severe injury or other severe medical situation, report to the nearest Emergency Department.
 - For non-life threatening and less severe medical situations:
 - i. Employees -should report to their primary health care provider, a local Urgent/Immediate Care facility or the nearest Emergency Department if neither of the first two options is available.
 - ii. Students –should report to [Student Health Services](#) for treatment or referral during [business hours](#). After hours report to a local urgent/immediate care facility. If after business hours for this type of facility, report to nearest Emergency Department.
 - iii. Others - should report to their primary health care provider, a local Urgent/Immediate Care facility or the nearest Emergency Department if neither of the first two options is available.

iv. Incident Reporting

- a. Individuals must notify their supervisor of all animal bites, scratches, cuts and scrapes, kicks, or other injuries. Individuals must also notify their supervisor in the event of any recognized exposure to zoonoses, biological or chemical hazards administered to animals for experimental purposes, work-related illness, or any other work-related injury.
- b. Supervisors must follow university procedures for reporting of illness or injury to the [Office of Human Resources](#) . Oregon law requires that animal bites be reported within one working day to the local county health department. In Benton County, animal bites are reported to the [Benton County Health Department](#).
- c. All unsafe conditions or practices must be reported to [OSU EHS](#). EHS will investigate and make recommendations to improve safety or mitigate unsafe conditions as necessary.

- v. Responsibility for Risk Mitigation:
 - a. The supervisor is responsible for ensuring that animal work involving hazardous chemicals, biological or physical materials is reviewed and approved by the corresponding university safety committees; the supervisor is responsible for providing personal protective equipment, restraining devices, or other safety equipment to mitigate risks as appropriate.

C. Risk Monitoring

- i. The Animal Exposure Occupational Health Committee (AEOHC)
 - a. performs an annual review of the program.
 - b. reports to IACUC semi-annually.
 - c. completes an annual report that is sent to the Vice President for Finance and Administration.

D. Other Considerations

- i. Compliance
 - a. Individuals who are not enrolled in the [Animal Exposure Occupational Health and Safety Program](#) may not participate in animal related research activities. The supervisor will ensure compliance with this policy for all Individuals under their direction.
- ii. Cost
 - a. Services delivered by [OCM](#) will be subject to user-fee charges. Charges will be applied for any risk assessment when health issues are identified, as well as all required immunizations. The referring supervisor will provide information to OCM about the university account to charge for the services if appropriate.

RESOURCES

[Animal Exposure Occupational Health Program](#)

[Animal Exposure Policy](#)

[Benton County Health Dept.](#)

[Animal Bite Reporting Form](#)

[College of Veterinary Medicine](#)

[Environmental Health and Safety \(EHS\) Home](#)

Resources found on the EHS website:

Training Calendar: <http://oregonstate.edu/ehs/training/calendar>

Report safety concerns: <http://oregonstate.edu/ehs/report-safety-concerns>

[IACUC](#)

[Office of Human Resources](#)

[Rabies Prevention Program](#)

[Student Health Services](#)

EDUCATIONAL MATERIALS

[Animal Exposure Safety Page](#)

[Center for Disease Control \(CDC\)](#)

[Zoonoses](#)

FORMS

[Animal Exposure Review and Initial Health Surveillance Questionnaire](#)

[Annual Health Surveillance Questionnaire](#)

[Benton County Animal Bite Reporting Form](#)

[NON OSU Employee Form](#)