

General guidelines

- 1) All persons proposing to handle specimens derived from human material must first be thoroughly familiar with the contents of this protocol.
- 2) No person who has not been trained by a senior staff member and authorised to do so is allowed to handle human specimens.
- 3) Facilities for the handling of samples with a high probability of infection risk are not available within the Rout laboratory. All samples are to be pre-screened clinically for infection risk, and all samples with a high probability of infection risk are not to be handled within the Rout laboratory.
- 4) Samples are to be rejected from the following patients during screening; should such a sample be received, it will be discarded:
 - a) IV drug users.
 - b) Known positive HIV patients.
 - c) Known positive Hepatitis patients.
 - d) Known carriers of any other communicable infectious disease
- 5) All human sample research will be carried out under protocols approved from the Rockefeller University Institutional Review Board (IRB).
- 6) All human sample research will be carried out using appropriate personal protective equipment (PPE) as below.

Definition: 'human material' and 'human samples', in the context of this document, includes human tissue samples, human tissues grown in mice, blood, and any other material of human origin (e.g. urine or other fluids).

Personal Protective Equipment (PPE) and Specific Sample Handling Guidelines:

- 1) A standard lab coat and gloves are to be worn when handling human samples at all times. Eye protection, in the form of lab safety goggles, lab safety glasses, or a plastic face shield, is encouraged for routine bench work but not required.
- 2) During cryomilling and sonication, the following additional PPE must be worn:
 - a) Eye protection, as defined above
 - b) N95 respirator mask or equivalent
- 3) Any operation that can be carried out without the use of needles or sharp blades should be done as such. Standard precautions should be used when handling all sharps.

Cryomilling Guidelines:

- 1) Appropriate PPE must be worn when cryomilling human samples, as above.
- 2) The cryomilling jar should be opened and closed in the tissue culture fume hood only.
- 3) All cryomilling instruments used with human samples must be cleaned thoroughly with detergent and water immediately after use.

Disposal Guidelines:

- 1) Solid specimens to be disposed, including unused tissue and immunoprecipitation pellets, will be placed in a clean, sealed container or test tube and placed in a biohazard receptacle.
- 2) Liquid specimens to be disposed, including excess liquefied grindate and immunoprecipitation flowthrough specimens, will be treated with a 10% or greater bleach solution for 5 minutes or longer prior to disposal.

In the Event of an Exposure:

- If human sample gets on the skin, irrespective of whether there are cuts or abrasions, wash well with soap and water
- For needlestick or other sharp injury with direct exposure to human samples:
 - Wash wounds with blood or body fluids with soap and water
 - Apply a sterile dressing as necessary, and apply pressure through the dressing if bleeding is still occurring.
 - Do not squeeze or rub the injury site
- Irrigate mucous membranes and eyes (remove contact lenses) with water or normal saline
 - if eyes are contaminated, rinse while they are open, gently but thoroughly (for at least 30 seconds) with water or normal saline
 - if human sample gets in the mouth, spit it out and then rinse the mouth with water several times
 - if clothing is contaminated, remove clothing and shower if necessary.⁴

Following this, the injury should be reported to Dr. Rout and Rockefeller University Occupational Health.