

University of Pennsylvania-Radiology

Small Animal Imaging Facility

Standard Operating Procedure

Title: Personal Protective Equipment (PPE) Policy

SOP Number: 2.01

Version Number: 3

Effective Date: October 9, 2023

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Review Date: October 1, 2023

Approval: Katie Zaifert, Director of Regulatory Compliance

- I. **Purpose:** The purpose of this policy is to inform all those entering the Small Animal Imaging Facility (SAIF) who have contact with animals of the proper attire to be worn in the facility. The goals of this policy are to minimize researchers' exposure to zoonotic diseases, and chemical and biochemical hazards, and to protect the animals from exposure to potential infectious or hazardous agents brought into the animal facility by personnel (on skin, clothing, etc.)
- II. **Responsibilities and Scope:** This policy applies to all individuals entering the SAIF research area. It is the Principal Investigator's responsibility to make sure that all animal users on their protocols have read and are aware of the proper protective clothing policy, and it is the responsibility of all animal users to adhere to the policy.
- III. **Definitions:**
 - A. **Facility Area:** any place within the Small Animal Imaging Facility in Smilow Center (SCTR 1) or John Morgan Basement (JMB).
 - B. **Zoonoses:** diseases that are transmissible to humans from animals.
 - C. **PPE:** Isolation gowns, disposable gloves, masks, caps, and shoe covers
- IV. **Procedures:**
 - A. PPE is provided for all animal users outside of the ULAR animal housing rooms.
 - B. The appropriate level of PPE gowning required for users who will be handling animals in the Small Animal Imaging Facility is determined by the user's IACUC protocol and the biosafety level animal housing room the user will be entering (BSL1 vs BSL2).
 1. See attachment 3.05.1 for detailed PPE requirements, and always follow posted signs.

- C. PPE is to be worn at all times when handling animals and must be removed before leaving the Small Animal Imaging Facility.
 - 1. **The only exception for not removing PPE when leaving the SAIF is to transport animals from the John Morgan Basement (JMB100) housing area to JMB96 for imaging.**
- D. SAIF users who are entering the John Morgan Facility to work at the computers located outside the MRI suite, and who will not be interacting with animals, are not required to wear full PPE. However, they must put on shoe covers when entering the JMB100 SAIF facility.
- E. PPE must be disposed of in waste containers marked for PPE ONLY.

V. Safety Considerations:

Wearing PPE may reduce the incidence of developing allergies to animal dander, etc. If you suspect that you may be allergic or becoming sensitive to a particular species, please inform your supervisor and consult with Occupational Health Services (OHS).

VI. References:

- A. ULAR 3.05 Personal Protective Equipment (PPE)

VII. Attachments:

- A. ULAR 3.05.1 Personal Protective Equipment Requirements for Rodents

VIII. Document History:

Version Number	Effective Date	Author	Reason
1	December 9, 2005	L.R. Cheatham	New policy
2	December 10, 2014	E.A. Browning	Revised

Attachment 1**ULAR Personal Protective Equipment Requirements for Rodents**

Animal Biosafety Level (ABSL)	PPE Coverage - REQUIRED	PPE Removal
Entry into <u>hallways and facility areas</u> without entering animal housing rooms	Shoe covers (one pair)	At time of exit from facility.
Entry into ANY animal housing rooms – NO CAGES OPENED OR CONTACT WITH ANIMALS	Shoe covers (same entry pair) Gloves – nitrile (4-5 mil)	At time of exit from facility.
ABSL – 1 Animal work/handling in animal housing rooms	Shoe covers (same entry pair) Gown – disposable Gloves – nitrile (4-5 mil)	At time of exit from room/suite, except entry pair of shoe covers (keep these on until time of exit from facility.)
ABSL – 2 Animal work/handling in animal housing rooms with known experimental infectious or hazardous agents	<u>ABSL – 1 coverage PLUS:</u> Gloves – nitrile (4-5 mil) – 2 nd pair Shoe covers – 2 nd pair to enter room	Discard outer pair gloves and 1 pair of shoe covers in room; discard gown before exiting room or suite depending on animal room conditions and building. 2 nd pair of gloves removed upon exiting room/suite. Remove entry pair of shoe covers at time of exit from facility. Wear a <u>Tyvek</u> if reentering another housing room on the same day.
Quarantine Entry or animal handling in animal housing rooms with <i>identified rodent infectious disease outbreak</i>	<u>ABSL – 1 coverage PLUS:</u> Gloves – nitrile (4-5 mil) – 2 nd pair Shoe covers – 2 nd pair to enter room	Discard gown, outer pair gloves and 2 nd pair of shoe covers in room; remaining pair of gloves upon exit from room; entry pair of shoe covers at time of exit from facility; must not enter other rooms afterward.
Behavioral testing/Procedure rooms Rooms in which animals will be manipulated outside of laminar flow hoods or biosafety cabinets	Shoe covers (same entry pair) Gown – disposable Gloves – nitrile (4-5 mil)	At time of exit from facility.

