

BIOLOGICAL LAB EQUIPMENT RELEASE

NOTE: This form is NOT intended for BIOSAFETY CABINETS (aka tissue culture hoods) or devices that need to be repaired outside Vanderbilt or that will contain biological materials during the move. Contact OCRS Biosafety at 322-2057 for assistance in these instances.

Lab Instructions: Complete this form and attach it to any lab device previously used for processing or holding biological materials and that will be removed from the lab for internal repair purposes or internal transfer of ownership (including submission to Surplus). Before posting, the device must be:

1. emptied of all contents,
2. cleaned to remove all visible residues,
3. decontaminated using one of the methods below, and
4. free of decontamination liquids before it can be moved.

Remove or completely deface all biohazard labeling after decontamination is completed. After placing a work order, notify VUMC Storage and Services when the device is ready for pick-up.

Device:	Location (room/bldg.):
PI:	Date posted:

External surfaces of this device have been cleaned and disinfected to remove all potentially hazardous residues, and it is safe for handling and repair purposes.

METHOD OF DECONTAMINATION

(Check the applicable box; fill in applicable information)

<input type="checkbox"/>	Freshly prepared bleach solution (1 part household bleach to 10 parts water): apply, wait for 10 minute contact time, then remove disinfectant.
<input type="checkbox"/>	An EPA-registered disinfectant rated for destruction of HIV & HBV (OSHA bloodborne pathogens standard-compliant): apply, wait for the appropriate contact time, then remove disinfectant. Name of disinfectant: _____ Contact time: _____

Decontamination completed by: _____
(legibly print name & title)

Phone number if questions arise regarding status of equipment: _____