



**Policy on Exposure to Environmental Hazard  
For all SMHS Students**

Section: 3

Policy Number: 3.13

Responsible Office: Dean's Office

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## **POLICY STATEMENT**

The School of Medicine and Health Science (SMHS) is committed to providing a safe and healthy educational environment for its students. The SMHS also seeks to minimize the risk of exposure to environmental hazards. As such, the SMHS has established an education prevention protocol and procedures addressing exposure to environmental hazards.

## **REASON FOR POLICY**

The SMHS desires to safeguard the safety and health of students by preventing exposure to environmental hazards.

## **SCOPE OF POLICY**

This policy applies to:

Deans, Directors and Department Heads	X
Managers and Supervisors	X
Students	X
Others	X

## **WEBSITE REFERENCES**

Policies and procedures of the SMHS <https://med.und.edu/policies/>  
Policies of UND <https://und.policystat.com>

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DEFINITIONS	
Environmental hazard	Considered any condition, process, or state adversely affecting the environment (Beaubier 2008). Examples include chemical, biological, ergonomic, and electrical hazards.
Personal protective equipment (PPE)	Equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses. Examples include, but are not limited to, gloves, safety glasses, earplugs, lab coats, respirator, and long pants.

RELATED INFORMATION	
UND Bloodborne Pathogens Exposure Control Plan	<a href="https://und.policystat.com/policy/12142890/latest/">https://und.policystat.com/policy/12142890/latest/</a>
UND Alcohol and Drugs Policy	<a href="https://und.policystat.com/policy/16472299/latest/">https://und.policystat.com/policy/16472299/latest/</a>
UND Sharps Policy	<a href="https://und.policystat.com/policy/13682137/latest/">https://und.policystat.com/policy/13682137/latest/</a>
UND Emergency Response and Evacuation Policy	<a href="https://und.policystat.com/policy/16472031/latest/">https://und.policystat.com/policy/16472031/latest/</a>
UND Incident Reporting Policy	<a href="https://und.policystat.com/policy/12935832/latest/">https://und.policystat.com/policy/12935832/latest/</a>
UND Occupational Health Plan	<a href="https://und.policystat.com/policy/12943115/latest/">https://und.policystat.com/policy/12943115/latest/</a>
UND Respiratory Protection Program	<a href="https://und.policystat.com/policy/15430711/latest/">https://und.policystat.com/policy/15430711/latest/</a>
UND Institutional Biological Safety	<a href="https://und.policystat.com/policy/10245927/latest/">https://und.policystat.com/policy/10245927/latest/</a>
OSHA Table Z-1 Limits for Air Contaminants	<a href="https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1000TABLEZ1">https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1000TABLEZ1</a>
OSHA Table Z-2 Toxic and Hazardous Substances	<a href="https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1000TABLEZ2">https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1000TABLEZ2</a>
OSHA Table Z-3 Mineral Dusts	<a href="https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1000TABLEZ3">https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1000TABLEZ3</a>
OSHA 1910.1200 Hazard Communication	<a href="https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1200">https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1200</a>
UND Policy on Communicable Diseases	<a href="https://und.policystat.com/policy/11460468/latest/">https://und.policystat.com/policy/11460468/latest/</a>

CONTACTS			
General questions about this policy can be answered by your department's administrative office. Specific questions should be directed to the following:			
Policy clarification	Office of Safety	P 777.3341/F 777.4132	<a href="mailto:UND.safety@und.edu">UND.safety@und.edu</a>
Policy format	Dean's Office	P 777.2514/F 777.3527	<a href="mailto:SMHSdean@und.edu">SMHSdean@und.edu</a>

## PRINCIPLES

The SMHS is committed to providing a safe and healthy educational environment for its students. The SMHS also seeks to minimize the risk of student exposure to environmental hazards. As such, the SMHS has established an education prevention protocol and procedures addressing exposures to environmental hazards.

This policy is in effect for environmental hazards commonly found in educational experiences, such as chemical, biological, airborne, radiation, ergonomic, and electrical hazards.

For exposures to communicable diseases such as conjunctivitis, diphtheria, herpes simplex, meningococcal infections, TB, viral infections, Zoster, and COVID-19 please consult the policy and procedures contained within the Communicable Disease Policy at: <https://und.policystat.com/policy/11460468/latest/>.

For exposures to biohazardous agents such as viable infectious, pathogenic, or toxin-producing agents, prions, biologically-derived toxins or nucleic acid constructs, please consult the policy and procedures contained within the Institutional Biological Safety Policy at: <https://und.policystat.com/policy/10245927/latest/>.

For exposures to animals, their tissues or fluids, please consult the policy and procedures contained within the Occupational health Plan at: <https://und.policystat.com/policy/12943115/latest/>.

For toxic and hazardous chemical exposure, please consult OSHA regulation 1910.1000. (See Related Information.)

For exposures to radioactive material, contact the UND Radiation Safety Officer at the Office of Safety at 701.777.3341.

## PROCEDURES

### I) Methods of Prevention:

Students participating in educational experiences at the SMHS may be exposed to environmental and other hazards. Students will participate in an education program addressing universal precautions, techniques, and how to manage exposures if they occur. Education and training will be provided to students at the beginning of their first year of professional school, and every year thereafter. Students are required to comply with the training program.

#### Prevention measures:

- Students who may come in contact with hazardous substances shall be provided information concerning the particular hazards which may be posed, and the methods by which they may deal with such hazards in a safe and healthful manner.
- Ensure a means of controls are in place to mitigate hazards.
- Faculty or staff ensure conditions are safe and healthful to reduce risk of injury and illness.
- Supervisors ensure equipment and facilities are installed and maintained in accordance with proper and accepted standards to reduce or prevent exposures.
- Supervisors ensure appropriate personal protective equipment (PPE) is worn when required.
- Students, staff, and faculty are responsible for following all applicable federal, state, and local regulations regarding environmental safety. Supervisors are responsible for making sure employees are following the rules.

#### Good safety practices:

- Follow supervisors' instructions when performing duties assigned to you.
- Follow site-specific standard operating procedures (SOPs).
- Report any near-misses or actual work injuries to the immediate supervisor.
- Do not use any equipment or materials unless trained to do so. Consult your supervisor if not feeling well, excessively tired, or under the influence of any substance which may affect judgement.
- Keep work area organized, neat, and free of debris and clutter.
- Practice appropriate ergonomics. Request assistance when needing to move large, heavy, or awkward items.
- Keep fire exits clear at all times.
- Report and clean up all spills immediately in conjunction with site-specific SOPs.
- Know location of emergency safety equipment and contact information.
- Known location of Safety Data Sheets (SDSs).
- Practice good personal hygiene, e.g. wash hands, properly remove PPE, and do not touch face or eyes.
- Do not wear PPE outside of the work area.

## II) Care and Treatment After Exposure:

Students who experience an infectious or environmental exposure or incident, as referenced within this policy, must complete the following steps, as applicable:

### **Immediately:**

1. Inhalation: Evacuate the immediate area to an unaffected air source and seek appropriate medical attention.  
Spills: Remove contaminated garments and wash the affected skin with soap and water if appropriate as soon as possible. Utilize an emergency eyewash or safety shower as necessary. Seek immediate first aid or medical assistance.  
Physical injuries: Stabilize the injury. Seek immediate first aid or medical assistance.
2. Report the incident to your immediate supervisor.
3. Seek medical attention for all incidents as soon as possible.

**In a life-threatening situation, evacuate the area and call 911.**

### **Within 24 hours:**

Student reaches out to SMHS contact to notify them of the incident (see below.)

- Medical student in non-clinical rotation: Associate Dean for Student Affairs and Admissions
- Medical student in the clinical rotation: Respective Campus Dean
- Health Sciences student: Chairperson of respective program
- Biomedical Sciences student: Chairperson of the Department of Biomedical Sciences
- Clinical and Translational Science student: Chairperson of the Department of Pathology
- Public Health or Indigenous Health student: Chair of respective department or program

The student, immediate supervisor, along with assistance from SMHS will complete the “UND Incident Report Form” and submit to the Office of Safety at [UND.safety@und.edu](mailto:UND.safety@und.edu) and the SMHS Dean’s Office at [deansoffice@und.edu](mailto:deansoffice@und.edu). The form shall be completed and signed by the student and immediate supervisor. The student’s academic department shall keep a copy of the record.

The student, immediate supervisor, and health care provider complete the “SMHS Return to Educational Experiences” for and return it to the respective SMHS contact. (See above for specific contact information.)

If the student refuses care, the student must complete the “Refusal of Care Form” and send to respective UND contact noted above, who will forward on to the UND Office of Safety.

### **Within 48 hours:**

Associate Dean for Student Affairs and Admission/Campus Dean/Chairperson investigates the incident and completes the “UND Incident Investigation Form” and forwards on to UND’s Office of Safety.

All records shall be filed in accordance with the University's Records Retention Policy.

All students, including visiting students, are responsible for all personal medical costs associated with environmental exposures referenced in this policy.

III) Effects of Environmental Disease or Disability on SMHS Student Educational Activities:

Students whose educational experience is interrupted as a result of an exposure incident should consult the SMHS's Participation in Education as it Relates to Student Health policy at:

[https://med.und.edu/about/policies/\\_files/docs/3.7-participation-in-education-policy-2024.pdf](https://med.und.edu/about/policies/_files/docs/3.7-participation-in-education-policy-2024.pdf).

RESPONSIBILITIES	
Student	Utilize proper work practices, universal precautions, personal protective equipment, and cleanup and disposal techniques.  Notify immediate supervisor for any near-misses and incident.  Incur any and all expenses of testing, medicine, and all other expenses related to all infectious and environmental exposures.  Complete follow-up and recommendations given by provider.  Complete appropriate paperwork of the original exposure and Return to Educational Experience Form.
Supervisor	Complete appropriate incident reporting forms.  Investigate and complete the appropriate forms.

FORMS	
UND Incident Reporting Form	<a href="https://campus.und.edu/safety/_files/docs/incident-reporting-form-persons-122022.pdf">https://campus.und.edu/safety/_files/docs/incident-reporting-form-persons-122022.pdf</a>
Refusal of Care Form	<a href="https://med.und.edu/about/policies/_files/docs/refusal-of-care-form.pdf">https://med.und.edu/about/policies/_files/docs/refusal-of-care-form.pdf</a>
Investigation Form	<a href="https://campus.und.edu/safety/_files/docs/incident-investigation-122022.pdf">https://campus.und.edu/safety/_files/docs/incident-investigation-122022.pdf</a>
Return to Educational Experiences Form	<a href="https://med.und.edu/about/policies/_files/docs/return-to-educational-experiences-form.pdf">https://med.und.edu/about/policies/_files/docs/return-to-educational-experiences-form.pdf</a>