IBC Emergency Plans for Accidental Spills and Personnel Contamination with Biological Materials

**ACCIDENTAL SPILL**

In case of spill inside of biosafety cabinet:
- Lower sash and let biosafety cabinet continue to run (at least 5 minutes) in order to contain aerosols
- Immediately notify others around you
- Contaminated personal protective equipment (PPE), such as gloves, labcoat, and safety glasses, should be removed and disposed of as biohazardous waste or set aside for disinfection
- For exposures/contamination, see “Personnel Contamination/Exposure Response” guidelines below
- Don appropriate PPE if not already wearing
- Use forceps to remove any broken glass or other sharp items; sharps should be placed into biohazard sharps containers
- Cover the spill with paper towels or other absorbent materials
- Apply 10% bleach directly around and onto the paper towels covering the spill
- Allow 15 minute contact time before cleaning, starting at the perimeter and working inwards towards the center
- Dispose of materials into biohazard bins
- Disinfect all surfaces of the biosafety cabinet with freshly prepared 10% bleach with a 15 minute contact time, followed by a wipedown with 70% ethanol to reduce corrosion
- Allow biosafety cabinet to run for at least 10 minutes before resuming work or turning off

In case of spill in lab (outside of biosafety cabinet):
- Immediately notify others around you
- Contaminated personal protective equipment (PPE), such as gloves, labcoat, and safety glasses, should be removed and disposed of as biohazardous waste or set aside for disinfection
- For exposures/contamination, see “Personnel Contamination/Exposure Response” guidelines below
- Leave the room and restrict access for 30 minutes to allow aerosols to settle
- Enter room wearing appropriate PPE
- Use forceps to remove any broken glass or other sharp items; sharps should be placed into biohazard sharps containers
- Cover the spill with paper towels or other absorbent materials
- Apply 10% bleach directly around and onto the paper towels covering the spill
- Allow 15 minute contact time before cleaning, starting at the perimeter and working inwards towards the center
- Dispose of materials into biohazard bins
- For large spills, you may contact the EH&S office for assistance at (323)442-2200

**PERSONNEL CONTAMINATION / EXPOSURE RESPONSE**

In the event of an exposure, take the following precautions:
- Remove any contaminated clothing
- Wash all affected areas; for eye exposures, rinse for 15 minutes in eyewash or flush area with water, for needle-stick or other sharps exposure, wash wound area with soap and water for 15 minutes
- Report the exposure to your supervisor immediately
- For students, seek treatment at one of the following locations:
  - Health Science Campus (HSC):
    - Eric Cohen Student Health Center
    - Healthcare Consultation Center (HCC)
    - 1510 San Pablo St., Suite 104
    - (323)442-5631
  - University Park Campus (UPC):
    - University Park Health Center
    - 849 W. 34th St.
    - Los Angeles, CA, 90089-0311
    - (213)740-8742
- For employees, seek treatment at one of the following locations:
  - Health Science Campus (HSC):
    - Internal Medicine
    - Healthcare Consultation Center II (HCC II)
    - 1520 San Pablo St.
    - (323)442-5100
  - University Park Campus (UPC):
    - University Park Health Center
    - 849 W. 34th St.
    - Los Angeles, CA, 90089-0311
    - (213)740-8742
- For any emergency, you may also contact the Department of Public Safety at: (323)442-1000 (HSC) or (213)740-4321 (UPC)
- Healthcare personnel treating exposed patients should be informed of the nature of the agent (i.e., recombinant adenovirus)
- Information on workers’ compensation can be found at: [http://capsnet.usc.edu/WC/](http://capsnet.usc.edu/WC/), or you may call: (213)740-6205
- Incidents should be reported to the IBC as soon as possible: [IBC@caps.usc.edu](mailto:IBC@caps.usc.edu) or (323)442-2200