

**MEDICAL UNIVERSITY OF SOUTH CAROLINA (MUSC)
GUIDELINES ON MINORS STUDYING OR OBSERVING
IN A MUSC LABORATORY**

Revised: 9/2007

**Guidelines on Minors
Studying or Observing in a MUSC Laboratory**

Introduction and Application

The Medical University of South Carolina (“MUSC”) has a responsibility to promote a safe and healthy environment for employees, students and guests of the University. Minors, (individuals under the age of 18 years) often seek opportunities to study, work and observe in laboratories at MUSC. These guidelines are intended to provide direction for program managers, laboratory managers and investigators regarding minors working or observing in MUSC laboratories. These guidelines apply to laboratories where chemical carcinogens, reactives, biological, or radiological agents are used or stored.

The Fair Labor Standards Act, Child Labor Provision and South Carolina law defines a minor as any individual under the age of 18 years.

Authorization

The Office of the Provost is responsible for implementing and monitoring these guidelines. Project organizers and/or faculty should submit a completed consent form to the Office of the Provost for authorization to allow a minor to work, study, or observe in a laboratory.

Guidelines

1. Before any minor may work, study, or observe in a laboratory at MUSC, the parent or guardian of the minor must acknowledge in writing that they have been informed of the minor’s participation in the program, have been informed of the scope of the project and give their written consent to such participation. The “Consent For Minors Studying Or Observing In A MUSC Laboratory” (Consent Form) will be used for this purpose. The Department of Human Resources will retain the signed form. Minors enrolled, or employed at MUSC are not required to obtain this parental/guardian consent.

The Office of the Provost should forward this completed and authorized consent form and other required documentation for review to the Department of Human Resources Management prior to the minor working, studying or observing in a laboratory.

2. The project organizer and/or faculty member in the designated project area shall be responsible for ensuring that all minors participating in the project are trained and supervised as required by these guidelines and that all required documentation has been obtained.
3. The project organizer and/or faculty member in the designated project area shall be responsible for ensuring that all minors participating in the project are trained in the proper use of equipment, techniques, fire procedures and other processes and procedures as required for the project area, and for obtaining all required documentation.

4. The project organizer and/or faculty member in the project area is responsible for ensuring that immunizations, safety-related training and issuance of personal protective equipment has been completed before the minor may participate in the project.
5. No minor may participate in activities where they could be exposed to potentially infectious materials such as Hepatitis B virus (HBV), Hepatitis C virus (HCV), and Human Immunodeficiency virus (HIV) including human body fluids and unfixed human tissues or organs, and blood and tissues of animals who are deliberately infected with HBV, HIV, or HCV.
6. The minor must be directly supervised at all times by a qualified MUSC faculty or staff member.
7. No minor may work, study, or observe in areas which necessitates physical contact with research animals unless accompanied by a senior staff person who can insure the safety of the minor.
8. Minors must not be allowed to work with or have direct contact with ionizing radiation including radioactive material and x-ray producing machines or hazardous non-ionizing radiation such as Class 3b and Class 4 lasers and ultraviolet lamps.
9. No minor shall participate in activities in which there is potential for exposure to reactives, carcinogens, reproductive toxins, or highly toxic agents: substances that cause damage to living tissue, impairment of the central nervous system, severe illness or death when inhaled, ingested or absorbed through the skin.
10. The supervisor, manager or principal investigator or faculty member may place additional restrictions on the presence of minors in their specific work areas.

References:

Exposure to Minors, U.S. Nuclear Regulatory Commission, Rules and Regulations, Title 10, Chapter 1, code of Federal Regulations-Energy Standards for Protection Against Radiation, Part 20.

Biosafety in Microbiological and Biomedical Laboratories, U.S. DHHS, Centers for Disease Control and National Institutes of Health HHS Publication No. (CDC) 84-8395, 1st Edition, March 1984.

U.S. Department of Labor, Title 29, code of Federal Regulations, Parts 570 and 1910.

Medical University of South Carolina
Consent For Minors Studying Or Observing In A MUSC Laboratory
(To be completed for a minor – under the age of 18 years)

_____ (hereafter “the participant”)
(Print Name of Participating Minor)

(Address including City, State, Zip Code)

(Participant’s Date of Birth)

(Participant’s Social Security Number)

I, the undersigned Parent/Guardian of the above referenced participant acknowledge that I understand and hereby consent and agree as follows:

The named participant has been offered the opportunity to participate in a project at the Medical University of South Carolina (“MUSC”) under the supervision of:

Signature of Project Organizer or Faculty Member: _____

Department: _____ Project location: _____

Project Scope: _____

_____ Start Date: _____ End Date: _____

Project approval signatures: _____
(Dean’s Office Representative) (Provost’s Office Representative)

Some areas of the University campus are potentially hazardous environments. Even under ideal conditions, including the proper use of materials and adherence to safety procedures, a risk of personal injury exists. Failure to adhere to established procedures may result in even greater risk. The participant will receive appropriate training from their supervisor on how to identify hazards and work with materials and equipment safely, and will be supervised in the handling of instrumentation and materials that may pose a risk. I understand that the participant may be removed from the project on a temporary or permanent basis, if he/she refuses or is unable to follow the safety rules, wear assigned personal protective equipment and perform the work as directed. Please contact University Risk Management at (843) 792-3055 if you have questions pertaining to hazards.

I agree to notify the above named Supervisor of any allergies or other physical, mental or emotional condition that might limit the participant’s ability to safely participate in these activities.

I give permission to the Medical University of South Carolina (“MUSC”), its physicians, faculty and staff members, agents and services to provide such emergency care and treatment to the minor, as in their judgment may be deemed necessary or advisable in the event that the minor should require emergency care while participating in the project at MUSC. I agree to assume the costs of such emergency care and treatment, if any such costs are incurred.

In consideration of the opportunity to participate in the above described program, I agree to indemnify, release and hold harmless the Board of Trustees of the Medical University of South Carolina, its faculty, staff and agents from and against any and all claims, suits and damages relating to or arising out of the minor's participation in the project, excepting only claims and damages arising out of the sole negligence of the University.

Signature of _____ Printed Name of _____
Parent/Guardian: _____ Parent/Guardian: _____

Date: _____ Daytime Phone No.: _____

Emergency Contact
(other than parents): _____ Phone No.: _____

Witness Signature: _____ Printed Name: _____

Date: _____

Form must be received by the Human Resources Department prior to participating in project.

Guidelines for Minors Flowchart

