

POLICY NUMBER: S-004

Title: Institutional Biosafety Committee (IBC) Oversight of Laboratory Safety for VA-Funded Research Conducted at the University of Pittsburgh

1.0 PURPOSE

The purpose of this policy is to describe the role of the VA Pittsburgh Healthcare System (VAPHS) Institutional Biosafety Committee (IBC) with respect to oversight of laboratory safety for Principal Investigators that conduct VA-funded research at the University of Pittsburgh.

2.0 REVISION HISTORY

R&D Approval Date	Revision #	Change	Reference Section(s)	Effective Date
April 26, 2016	1.2	Correction to name of trainings.	Section 5.3	April 29, 2016
May 26, 2015	1.1	New format; more detailed description	Sections 5.1.1b, 5.2.2, 5.3	May 29, 2015
October 9, 2012	N/A	New Policy		October 12, 2012

3.0 SCOPE

This policy applies to all research that is conducted at the University of Pittsburgh by VAPHS researchers while on VA time.

4.0 POLICY

There are circumstances in which VA-funded research is performed at the University of Pittsburgh. As a result, it is imperative that the VAPHS IBC have procedures in place that address the following issues:

- Review and approval of research
- Laboratory Safety Review
- Training

5.0 PROCEDURES

5.1 Review and Approval of Research

The VAPHS and the University of Pittsburgh each have their own established IBC. The following outlines when review by the VAPHS IBC is necessary for work that is conducted at the University of Pittsburgh.

5.1.1 Research Conducted at the University of Pittsburgh with Funding Administered through the VAPHS:

In accordance with VHA Handbook 1200.08, all research that is funded through the VAPHS must be reviewed by the VAPHS IBC, even if that research is being conducted at the University of Pittsburgh. In such instances, investigators will be expected to submit an application to VAPHS IBC.

5.1.1.a Investigators may make submissions to both the University of Pittsburgh IBC and the VAPHS IBC in parallel, however, each submission must be made using the appropriate forms and following the procedures outlined by each institution. The VAPHS IBC will conduct its review of the project ensuring that all requirements related to VA research have been satisfied.

5.1.1.b If the Principal Investigator's initial submission, amendment, or the annual renewal includes work with recombinant DNA, the VAPHS IBC will request confirmation of the University of Pittsburgh IBC approval. A copy of the IBC protocol approval letter can be provided by the Principal Investigator or the University's Recombinant DNA Office.

5.1.1.c For all protocols that are submitted to the VAPHS, a review of proper procedures is performed during the annual laboratory inspections with the University of Pittsburgh Environmental Health and Safety (EH&S) Department. Please refer to section 5.2.2 below.

5.2 Laboratory Safety Review

In order to ensure that there is oversight of laboratory safety for Principal Investigators that have VA funding but work at the University of Pittsburgh, the following two items are performed:

- 5.2.1 Investigators conducting VA-funded research and who work with chemicals in a University of Pittsburgh laboratory must submit their VAPHS chemical inventory to the VAPHS Biosafety Officer. The inventory is requested twice a year. Each inventory is reviewed upon receipt.
- 5.2.2 The VAPHS Biosafety Officer attends the laboratory inspections for VA-funded Principal Investigators that have their laboratories located at the University of Pittsburgh. In collaboration with the University of Pittsburgh EH&S Department, the inspections are performed on an annual basis.

Personnel from the University of Pittsburgh EH&S Department write the laboratory inspection reports and then send them to the Principal Investigator and copy the VAPHS Biosafety Officer. Every year, the list of VA-funded Principal Investigators is updated with University of Pittsburgh EH&S Department to ensure that the VAPHS Biosafety Officer is included in these inspections.

5.3 Training

The VAPHS requires that individuals conducting research subject to this policy complete specific training related to working with hazardous agents in the laboratory including biological, chemical and radiological agents. These trainings (Bloodborne Pathogens, Research Laboratory Safety, Category 6, Division 6.2 Shipping Infectious Substances/Dangerous Goods training, etc.) must be completed before the VAPHS IBC will approve the project. A Principal Investigator and his staff that conduct VA-funded research are required to take the VA specific trainings.

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