

Laser Safety and Training

All IME undergrads, grad students, postdocs, and research staff are required to complete several training courses before they can begin working with Class 3b or Class 4 lasers.

- 1) Refer to the general guidelines for setting up a laboratory.
- 2) Complete the necessary training and documentation before beginning work with laser equipment.
- 3) For complete information visit <http://safety.uchicago.edu> or contact the Safety Office at 2-9999.

TRAINING/FORM	FREQUENCY	ONLINE	IN PERSON	PURPOSE
Chemical Hygiene Plan	Every 3 years	X		General laboratory safety
Fire Safety and Evacuation	Annual	X		How to respond to and report a fire, and how to use a fire extinguisher
Laser Safety	Annual	X		For anyone working in a lab with a Class 3b or Class 4 laser
In-Service	Annual		X	Specific training on the operation and use of the laser system in your lab
Initial Training Certification Form	Initial		X	Certification of your initial laser safety training
Ocular History Questionnaire	Initial		X	Paperwork used to establish a medical baseline in the case of eye-related injuries
Laser Eyewear Audit and Inventory Form	6 Months		X	Certification of the safety and effectiveness of available laser eyewear protection

Online courses can be found at: <https://chalk.uchicago.edu>

Log in with your CNET ID

Click the “Community Tab” in the upper right hand corner

Find the appropriate Safety Training Class links in the box on the right side

Coordinate with your PI or their approved Designee to receive in-service training on your specific laser instrument. Once trained, the user must sign the posted SOP form maintained in his/her lab.

Complete and submit the required forms to the Laser Safety Officer via fax (773-702-4008) or email (radsafety@uchicago.edu)

Initial Training Certification Form:

<http://safety.uchicago.edu/files/Initial%20Training%20Certification%20Form.pdf>

Ocular History Questionnaire:

<http://safety.uchicago.edu/files/Ocular%20History%20Questionnaire.pdf>

Submit updated Laser Eyewear Audit and Inventory forms biannually via fax (773-702-4008) or email (radsafety@uchicago.edu):

<http://safety.uchicago.edu/files/Laser%20Eyewear%20Audit%20and%20Inventory%20Form.pdf>

University Police: **123** (on-campus phone); **773-702-8181** (off-campus phone)

City of Chicago Police/Fire/Emergency Medical Services: **911**

University of Chicago Environmental Health and Safety Office: **773-702-9999**, safety@uchicago.edu