

Human Immunology Center Core Laboratory

David H. Smith Center for Vaccine Biology and Immunology

Aab Institute of Biomedical Sciences

STANDARD OPERATING PROCEDURE: Operation and Maintenance of the Eyewash station| [Date: 3/03/08](#)

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Approval: Dr. Sally Quataert

1. Purpose/Scope:

The purpose of this procedure is to outline the operation and maintenance of all eye wash stations in the Human Immunology Center (HIC) laboratory area

2. General Policy:

HIC personnel will maintain all eye wash stations located in sinks within the HIC lab consistent with this policy and will document the weekly performance of this maintenance. All HIC personnel will be trained in the location and proper operation of eye wash stations within the HIC. Training will be documented in the lab specific training file for each HIC personnel. The lab director will be responsible for assigning primary and secondary responsibility to HIC personnel for performing and documenting weekly maintenance. The assigned HIC personnel are responsible for documenting the performance of weekly maintenance, tracking of any problems with the eye wash station on the maintenance log worksheet and arranging immediate repair or replacement of a malfunctioning eyewash station. When both assigned personnel are absent, the HIC staffs on duty are responsible for caring out the maintenance.

3. Specific Policy**3.1. Location**

3.1.1. A “hands free” eyewash station is required within 50 feet of work areas where hazardous materials are used or stored. There should be an unobstructed path to the eyewash station and electrical equipment should not be located next to the station where it may present an electrical hazard if wet. Eyewash stations in the HIC lab are located at clean “hand” washing sinks within the facility and display and eyewash station sign.

3.2. Operation of the eyewash.

3.2.1. Eyewash stations are designed to deliver fluid to both eyes simultaneously when the handle is depressed or squeezed and the metal latch hook is flipped toward the back to catch the notch on the handle. The orange protective covers that prevent airborne particles from collecting on the eyewash cups will automatically flip away from the water spray when the handle is depressed. Eyes should be flushed in the water stream for at least 15 minutes with the eyelids held open with hands. The flushing time can be extended if irritation persists.

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3.2.2. During an eye splash emergency, the victim should call out loudly for help. One coworker should assist the victim at reaching and operating the eye wash station while a second coworker if available immediately contacts emergency response at 13 and the supervisor. If one coworker is present, assist the victim first then contact emergency response at 13 followed by the supervisor. It is important to get medical attention as soon as possible.

3.3. Maintenance of the eyewash station**3.3.1. Weekly:**

3.3.1.1. Each eyewash station will be flushed with a stream of cold water for 5 minutes every week and inspected. This insures a clean water supply, prevents microbial contamination in the supply line and insures the station is in working order. After flushing, each eyepiece will be dried with a lint free paper towel to prevent the build up of minerals from the water on the eyepiece. The orange lids are flipped back into place. Flushing the system is done every Friday by the assigned personnel and documented on the cleaning log that is posted next to each eyewash station. Any issues during inspection are noted on the log and the supervisor is notified. The next work day, usually Monday, a second person confirms the cleaning was performed and signs the form. If the cleaning was not performed, the second person performs the cleaning and documents on the log sheet. .

3.3.1.2. Problems found during inspection will be noted on the log sheet along with the action taken to correct the problem. The supervisor should be notified if service is required. No work can be done in the HIC lab without at least one operating eyewash station within 50 feet of hazardous material use.

3.3.1.3 Completed log sheets are removed from the wall and kept in a binder in the HIC lab to document compliance with university cleaning policy.

3.3.2 Monthly:

3.3.2.1. Every month the eyewash nozzle and eyecups should be cleaned with a soft brush and a wet paper towel before flushing. This is to make sure that no microbial contamination or salt build up on the outside of the nozzle. After cleaning sign the log sheet as per 3.3.1.1

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Reference:

Web site: <http://www.safety.rochester.edu/ih/chpplan-2.html>

Guidelines from ANSI:

http://www.ccohs.ca/oshanswers/safety_haz/emer_showers.html

Attachments:

Maintenance log sheets

Revision History

Version	Change	Impact	Justification	Change Date:
HIC-1-0024	New			3/03/08