

**UNIVERSITY OF CALIFORNIA SAN FRANCISCO  
ENVIRONMENT, HEALTH AND SAFETY/BIOSAFETY  
POLIO IMMUNIZATION POLICY FOR THE RESEARCH  
LABORATORY SETTING**

**Policy**

The University of California San Francisco requires that every laboratory worker and LARC employee working with or exposed to wild type polio in the laboratory show evidence of immunity to the poliovirus, receive the poliovirus vaccination, or sign a written declination. Such staff will be provided with a copy of the UCSF Polio Protocol which contains information regarding laboratory safety, risks, adult immunization and post exposure information.

**Scope**

This policy applies to the following groups of laboratory workers:

1. All laboratory members working in laboratories where wild type poliovirus is studied.
2. Staffs who do not directly work with wild type polio but who may have exposure because they share the same laboratory space where wild type polio is studied.
3. LARC employees who have exposure to animals or animal waste from the laboratories working with wild type poliovirus.

**Exemption**

Non-laboratory staff including but not limited to EH&S staff, facilities staff, custodial workers and visitors are exempt from this policy. These individuals will only be permitted into the laboratory when escorted by the Principal Investigator (PI) or his/her representative. Where vaccination is required, all agents must not be in active use when non-laboratory personnel are in the laboratory.

**Responsibilities**

1. It is the responsibility of each laboratory member or LARC employee to sign the UCSF Polio Protocol prior to beginning work. By signing the protocol, the staff member acknowledges that they have read and understood the information.
2. It is the responsibility each staff member to provide evidence of previous vaccination, to submit to a test of immunity to polio virus, to receive the polio vaccine unless there is a medical contraindication, or sign a written declination form.
3. It is the responsibility of the Principal Investigator (PI) to maintain signed copies of the Polio Protocol acknowledgement form from each laboratory member.
4. It is the responsibility of the PI to ensure that all research laboratory workers are informed of the required immunization requirements and that these requirements are fulfilled prior to beginning work in the laboratory.
5. It is the responsibility of the LARC manager to maintain signed copies of the Polio Protocol acknowledgement form for each LARC employee.

6. In the event that a LARC employee does not understand the written UCSF Polio Protocol, it is the responsibility of the LARC manager to contact the Public Health Officer to arrange an in-person training session with the Public Health Officer in which the UCSF Polio Protocol will be explained.

Public Health Officer  
Office of Environment, Health and Safety  
Phone: 415-514-3531

7. It is the responsibility of the LARC manager to ensure that all LARC staff, with exposure to the polio laboratory, is informed of the required immunization requirements and that these requirements are fulfilled prior to beginning work.
8. It is the responsibility of the UCSF Occupational Health Service to provide a certificate of compliance to the UCSF polio immunization policy when an individual has completed one of the following:
  - a. Provided official documentation of previous polio vaccination
  - b. Provided proof of polio virus immunity by antibody titer measurement
  - c. Received polio vaccine

#### **Obtaining the Certificate of Compliance**

Unless electing to decline the polio vaccination, the process for obtaining the certificate of compliance with polio immunization is as follows:

1. The Principal Investigator or LARC manager completes and forwards a request for service form to the UCSF Public Health Office.
2. The individual identifies the availability of official documentation of previous polio vaccination. If records cannot be obtained, the Public Health Office will assist in coordinating an appointment for testing immunity or to receive the immunization.
3. Upon completion of the requirement, UCSF OHS will inform the Public Health Office of the individual's clearance, and the PI or LARC manager will be notified.

#### **Compliance Monitoring**

1. Annual compliance for polio immunity will be monitored by the Public Health Officer.
2. An annual compliance report will be submitted to the Biosafety Committee, IACUC and Occupational Health Steering Committee.
3. Any personnel who fail to comply with the requirements for compliance may have their laboratory privileges suspended or withdrawn by the Biosafety Committee.