

## School Of Anatomy Laboratory Rules

*Explanation for these rules will be provided to you in an induction session prior to commencement of your first anatomy lab class.*

### Work Health and Safety

1. All Work Health and Safety regulations and obligations as described in the QLD WH&S Act apply in the Anatomy Laboratory.
2. Students must notify their course convenor of any existing medical conditions or any change in medical status, recognizing that these conditions may affect their safety in the anatomy laboratory (e.g. asthma, epilepsy, pregnancy).
3. In an emergency situation, students must evacuate the anatomy facility.
4. The School of Anatomy recommends that all students should be vaccinated for Tetanus and Hepatitis B.
5. Wash hands in hand washing area before entering and on leaving the lab. Used hand paper towels to be placed in bins situated in hand washing areas.
6. No food or drink of any kind (including chewing gum) is permitted in the anatomy laboratory.
7. All accidents / incidents must be reported to the person in charge of the lab at the time. I agree to complete an Incident Report Form if and when required.

### Access to the Anatomy Facility

8. I understand that the anatomy lab entrances are monitored by closed circuit television.
9. Student ID must be carried at all times while in the anatomy facilities. Unsupervised student entry into the anatomy facility is not permitted without written approval of the Head, School of Anatomy. Students must wait outside until requested to enter the labs.
10. All bags and backpacks must be left in the bag area provided outside the anatomy labs. No items are to be left on floor. *Security of student personal effects is the student's responsibility.*
11. Mobile phones, computers, Ipads and cameras are not permitted in the anatomy facility.

The recording of images, including digital still, photographic or video recordings is **not permitted** in or around the Anatomy Facility, without written approval from the Head, School of Anatomy.

## Anatomy Laboratory Attire

12. Long-sleeved, knee-length lab coats must be put on **before** entering the anatomy lab and remain buttoned up whilst in the anatomy facility. Sleeves must not be rolled up.
13. Long hair must be tied back and sunglasses and hats must be removed before entering the lab. Hats or scarves cannot be used in place of hair ties/bands to control hair.
14. Enclosed footwear that covers the entire foot (including instep, toes and heel) must be worn in the anatomy lab.
15. Gloves must be worn when handling wet material and discarded in the clinical waste bins provided in labs.
16. Contact lenses should not be worn when working with embalmed material. Doing so may place eyes at increased risk of exposure to harmful chemicals.

## Care and Use of Anatomy Laboratory Resources

17. All resources must be handled with care.
18. Labels and tags must not be removed from specimens or models.
19. Only pointers provided by the School of Anatomy may be used. Pointers must not be used to poke, desecrate or destroy material.
20. Wet specimens must remain covered when not in use and kept moist with wetting solution as required.
21. Plastinated specimens must not come in contact with wet specimens or contaminated gloves.

## Electronic Resources

22. **Course academics** can make electronic images of cadaveric material available for the purpose of anatomical education. Students must ensure that images are not copied, downloaded, screenshot, retained, printed, shared or modified.

I have read and understand the 'Anatomy Laboratory Staff and Student Code of Conduct'.

I understand that academics, supervisors and laboratory staff can exclude me from the anatomy facility for inappropriate handling of material or behaviour.

*By signing this document I agree to comply with the above laboratory rules.*

Name: (please print) \_\_\_\_\_

Student number: \_\_\_\_\_

Subject code: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_