

Personnel who do research with recombinant DNA are required to report significant spills, incidents, potential or accidental exposures, or illnesses associated with recombinant DNA research and other biohazardous agents when they occur. This is not only a regulatory requirement, but protection for coworkers and the community at large.

All potential injuries or exposures to biohazardous materials (including recombinant DNA) must be reported using the steps listed in the exposure control plan for your laboratory. If you don't have an exposure control plan you can find one at the [USC Institutional Biosafety Committee](#) web page.

Take care of the injury or exposure to yourself **FIRST**. Whether you were stuck with a needle or a sharp; splashed in the eyes, mouth or nose; or have experienced an unusual reaction to something you are working with, the area affected must be washed or rinsed first and the incident reported to your supervisor. Medical attention may be necessary.



If the incident involves recombinant DNA (rDNA), additional reporting is necessary. NIH has specified certain types of incidents for reporting.

These include the following:

- Overt exposure to recombinant organisms.
- Injuries or illnesses stemming from a potential biohazard exposure to recombinant organisms.
- Non-injury incidents, spills and exposures while using recombinant DNA
- Release or escape of any transgenic organisms (e.g. transgenic flies, animals, and plants) from containment.
- Inadvertent or accidental spills of rDNA outside of containment.

What I need to know...

- Ensure your lab has an exposure control plan.
- Treat any exposure or injury immediately.
- Report all exposures and injuries when they occur.
- Report all non-injury incidents, spills and exposures while using recombinant DNA to EH&S Biosafety.
- Post emergency numbers and contacts in the laboratory and review with all personnel.

Spills, accidents, and incidents (even minor ones) must be reported. If you have questions about reporting a potential exposure, how to clean up a spill, or how to decontaminate a particular biohazard, EHS and Biosafety personnel are available to help: 323-442-2200 or biosafety@usc.edu.

Call the Department of Public Safety (DPS) at 323-442-1000 (HSC) or 213-740-4321 (UPC) to report an emergency. DPS will assist with additional support from On-Call staff. Serious injuries or illnesses must be reported through the Injury Notification hotline: 323-442-2200, then press 1. Provide detailed information e.g., name of injured party; time of injury; location; witnesses; etc.

Note that a [Supervisor's Report of Incident](#) must be completed and submitted to Workers Compensation.

For more information, including exposure control plans and rDNA information, go to EH&S' [Biosafety](#) web page.

Reference

FAQs on Incident Reporting - web page
<https://osp.od.nih.gov/biotechnology/faqs-on-incident-reporting/>

FAQs on Incident Reporting - PDF download
<https://osp.od.nih.gov/biotechnology/faqs-on-incident-reporting/?pdf=10464>