



OCCUPATIONAL HEALTH AND SAFETY RESPONSIBILITY FOR STUDENTS

LUND UNIVERSITY
Faculty of Medicine

Certificate

I hereby confirm that I
research team leader for the research group at the Department of
have read and understood the content in this document and gone through the following for the
student
who will perform a project work in our research group:

- introduction to the work according to the checklist as if the student were a new employee at our department. The checklist has been signed by the student and is filed in the HMS binder at the lab,
- a risk assessment has been done (if it does not already exist) for the work that the student will perform,
- the student is provided with the necessary personal protective equipment in the form of e.g. a lab coat and safety glasses,
- the student has been offered the required medical checkups which I will pay for,
- accidents/incidents are reported according to LU routine and the course coordinator will be notified,
- the checklist "Checklist for students working in research groups" on the next page is completed and filed at the lab.

Place:

Date:

Signature: _____

Email:

Phone:

The student's assurance:			
I have read, understood and I agree to abide the rules of work in the research group and completed the checklist on page 2 together with my supervisor.			
Place	Date	Student's signature	Name in block letters

This page should be signed by both the supervisor and the student, scanned and submitted by the student through the course homepage at <http://moodle.med.lu.se>



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Checklist for students working in research groups

Student's name:

The supervisor's assurance	YES	NO
The student has passed an introduction program for new employees according to the routines of the research laboratory and this has been documented and is filed in the HMS binder.		
Animal experiments are included in the project If yes, has the student been offered a general medical examination? <ul style="list-style-type: none"> <input type="radio"/> The student has declined the offer <input type="radio"/> The student has accepted the offer and the examination has been completed (yy-mm-dd) 		
Work with biological agents (according to the requirements in AFS 2005: 1 Microbiological health and safety risks – infection, toxin effects, hyper sensibility) is included in the project <ul style="list-style-type: none"> - If there is risk of blood contamination, is the student vaccinated against Hepatitis B? - If yes, has the student been offered a general medical examination? <ul style="list-style-type: none"> <input type="radio"/> The student has declined the offer <input type="radio"/> The student has accepted the offer and the examination has been completed (yy-mm-dd) 		
Noisy work, vibration exposure, or exposure to artificial optical radiation (laser, etc) are included in the project. <ul style="list-style-type: none"> - If yes, has the student been offered a general medical examination? <ul style="list-style-type: none"> <input type="radio"/> The student has declined the offer <input type="radio"/> The student has accepted the offer and the examination has been completed (yy-mm-dd) 		
Work with thermosetting plastics, synthetic inorganic fibers, asbestos, lead, cadmium, scuba diving or radiological work are included in the project. <ul style="list-style-type: none"> - If yes, the student has done a general medical examination? <ul style="list-style-type: none"> <input type="radio"/> Date of the completed control: (yy-mm-dd) 		



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Occupational health and safety responsibility for students working in research groups

Undertaking project/thesis work in research groups is comparable to undertake an internship (VFU - verksamhetsförlagd utbildning). VFU normally takes place within Region Skåne (or municipal services) and there is a cooperation agreement, which shows that students in the VFU should be considered as staff with regard to occupational health and safety. Agreement is needed for collaboration with non-LU organizations, but for activities within the university there is a collaboration liability without a contract.

Thus, students participating in research groups are subject to the same rules as employees. It is therefore incumbent on the Educational Board Chairman, who holds primary occupational health and safety responsibilities, that students are trained for laboratory work and introduced to work in the lab by researchers as if the students were employees.

The Board Chairman has delegated certain occupational health and safety responsibilities to the programme directors. These require the programme director in conjunction with course coordinators to ensure that:

- teachers and students comply with all laws, regulations and procedures applicable to occupational health and safety;
- students and programme management meet to review occupational health and safety each semester;
- course coordinators instruct students on how equipment, facilities and other infrastructure should be maintained and operated;
- any newly arising health and safety issues that may affect students (of any level), which course coordinators are unable to resolve in accordance with the action plan for occupational health and safety, are reported to the Board Chairman;
- all accidents, incidents and deviations are reported;
- any occupational health and safety matters that cannot be solved are referred to the Board Chairman;
- occupational health and safety cases are accounted for each academic year.

This means that, when students are working in a research group, the programme directors have a legal responsibility to ensure that the supervisors are instructed that:

- students and employees have an equivalent right to a safe working environment;
- students must receive sufficient training on occupational health and safety as part of their introduction to laboratory work to achieve these conditions;
- for each project a documented risk assessment must be performed;
- in case of any accident or incident, these must be reported according to LU routine and the course coordinator should be notified.

According to the law certain types of work, the student must undergo medical examination. For other types of work, the student shall be offered such an examination. Due to the current absence of agreement between the university and the health care providers for medical checkups for students, the supervisor must offer this through the Occupational Health Services and pay for it with department funding. The educational programmes do not offer any financial compensation. Should this impede the implementation of the project, the project should be re-designed or cancelled. The education will offer the student vaccination if the work involves risk for Hepatitis B infection (the student should contact the educational administration). For further information, you can read more at the Faculty of Medicine's website:

http://www.med.lu.se/intramed/stoed_verktyg/haelsa_miljoe_saekerhet_hms



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What do I have to do ...		
Before the student begins the project, i.e. in connection with the student writing the project plan, a risk assessment must be done regarding all health and safety risks.		
If animal experiments are involved:	The student shall be offered medical checkup	The research group ensures that this has been offered.
	If the student accepts	The research group will arrange and pay for such a checkup. If this is not possible the student must choose another project.
If work with biological agents is involved	The student shall be offered medical checkup	The research group ensures that this has been offered.
	If the student accepts	The research group will arrange and pay for such a checkup. If this is not possible the student must choose another project.
If work with blood contamination is involved	Is the student vaccinated against Hepatitis B?	The student shall contact the Educational Administrator for the Biomedicine Programme regarding vaccination paid by the Programme.
If the project involves noisy work, vibration exposure, or exposure to artificial optical radiation (laser etc.)	The student shall be offered medical checkup	The research group ensures that this has been offered.
	If the student accepts	The research group will arrange and pay for such a checkup. If this is not possible the student must choose another project.
If work with thermosetting plastics, synthetic inorganic fibers, asbestos, lead, cadmium, quartz, scuba diving work, or radiological work are included in the project	The student must do a medical checkup	The research group will arrange and pay for such a checkup. If this is not possible the student must choose another project.
The student is to be considered as a new employee and introduced as such. Checklists for new employees shall be available at the work place and reviewed together with the student. Special rules not covered by a more general checklist (chemicals, waste management, safety equipment, etc.) shall also be subject to the introduction.		
If an accident occurs	The research group reports incidents/accidents according to the LU rules and regulations	The head of the research group makes a notification about incident or work injury
	The research group informs the course coordinator on the Biomedicine Programme	The Programme handles insurance claims.