

Institutional Biosafety Committee (IBC) Policy on Reporting of Laboratory-Acquired Infections to State and Local Public Health Authorities

- 1.0 Purpose:** The purpose of this Institutional Biosafety Committee (IBC) policy is to affirm UW-Madison's commitment to investigate suspected or confirmed instances of laboratory-acquired infections and to report such instances to the proper entities. This policy also describes the process by which laboratory-acquired infections are to be investigated and reported, as required by state and federal regulations.
- 2.0 Scope:** This policy applies to all University of Wisconsin-Madison employees who are associated with and/or are aware of any confirmed or suspected cases of laboratory-acquired infections occurring in a UW-Madison employee, visitor, or student.
- 3.0 Related Documents/Resources**
- Wisconsin Statute and Department of Health Services, Ch. DHS 145 of the Wisconsin Administrative Code, Control of Communicable Diseases (https://docs.legis.wisconsin.gov/code/admin_code/dhs/145).
 - University of Wisconsin-Madison, Office of Biological Safety (OBS) - First Report of Exposure or Release form, found on the OBS website (www.biosafety.wisc.edu).
 - UW-Madison, Office of Biological Safety - Institutional Biosafety Committee (IBC) Handbook; found on the OBS website (www.biosafety.wisc.edu).
 - UW-Madison, Office of Biological Safety - Biohazard Recognition and Control Handbook; found on the OBS website (www.biosafety.wisc.edu).
 - U.S Department of Health and Human Services, National Institutes of Health (NIH) - NIH Guidelines for Research Involving Recombinant DNA Molecules, current version and/or any subsequent revisions.
 - U.S. Department of Health and Human Services, Centers for Disease Control and Prevention (CDC) and National Institutes of Health (NIH) - Biosafety in Microbiological and Biomedical Laboratories (BMBL), current version and/or any subsequent revisions.

4.0 Definitions

Laboratory-Acquired Infection: Any human infection with a pathogen capable of causing disease that is suspected or proven to have been acquired through laboratory or laboratory-related activities, regardless whether it is symptomatic or asymptomatic in nature.

Select Agent: Bacteria, viruses, and toxins, which have the potential to pose a severe threat to public, animal, or plant health or to animal or plant products, classified as Select Agents and toxins by the Centers for Disease Control and the USDA Animal and Plant Health Inspection Service (<http://www.selectagents.gov/index.html>).



5.0 Roles and Responsibilities

UW-Madison Principle Investigator (PI), designee, or other personnel: Investigators and others who have knowledge of confirmed or suspected cases of any laboratory-acquired infection occurring in a UW-Madison employee, visitor or student are to report such infection as soon as possible, using the UW-Madison, OBS - First Report of Exposure or Release form, on the OBS website (www.biosafety.wisc.edu). Confirmed or suspected cases of any laboratory-acquired infection with a Select Agent or Toxin should immediately be reported by telephone to the UW-Madison Responsible Official or an Alternate Responsible Official.

UW-Madison Biological Safety Officer (BSO) or designee: The BSO will assess applicable information to determine validity of any confirmed or suspected laboratory-acquired infection or communicable disease. The Biological Safety Officer will report any confirmed or suspected communicable disease to University Health Services.

UW-Madison Responsible Official or an Alternate Responsible Official: The RO/ARO will report any confirmed or suspected communicable disease caused by a Select Agent directly to the Wisconsin Division of Public Health and Public Health Madison Dane County per select agent program policy. The RO/ARO will also concurrently notify University Health Services of such disease.

UW-Madison University Health Services (UHS): UHS will assess applicable information to determine validity of any confirmed or suspected communicable disease. UHS will gather information required to complete a case investigation and notify the appropriate state or local public health agency. UW-Madison will assist state and local health public health agencies with the investigation of diseases that are suspected to be laboratory acquired.

Health Care Provider or Clinical Laboratory: Health care providers or clinical diagnostic laboratories shall report any communicable disease they diagnose to the patient's local public health agency as required by Wisconsin State Statute and Ch. DHS 145 of the Wisconsin Administrative Code.

See also Appendix A for contact information for the above groups, as applicable.

6.0 Policy: UW-Madison will investigate any confirmed or suspected laboratory-acquired infections that occur in employees, visitors, or students and report any communicable disease within the prescribed time period as required by Wisconsin Statute and Wisconsin Administrative Code. In the case where the event involves a Select Agent, the Responsible Official or an Alternate Responsible Official will report the event directly to public health authorities.



Institutional Biosafety Committee - Office of Biological Safety

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Original signed & dated Policies are retained by the Office of Biological Safety

Signature

Professor Susan West, IBC Chair

Date

06/05/2013

Appendix A

Contacts for reporting of laboratory-acquired infections:

- UW-Madison Biological Safety Officer
 - Phone: 608-263-2037
- UW-Madison Responsible Official/Alternate Responsible Official
 - Phone: 608-890-3468
- University Health Services, Epidemiologist
 - Phone: 608-262-6720
 - Pager: 608-376-6403
- University Health Services, After Hours
 - Director on Call: 608-265-5600, Option 6
- Public Health Madison Dane County (PHMDC)
 - Communicable Disease Reporting: 608-243-0336
 - 24/7 Emergency Page: 608-376-6403