

**INDIANA UNIVERSITY-PURDUE UNIVERSITY at INDIANAPOLIS  
IUPUI**

**•Department of Environmental Health and Safety •  
620 Union Drive, Room 043, Indianapolis, Indiana 46202**

**LASER MEDICAL SURVEILLANCE POLICY**

**I. PURPOSE**

To provide a medical surveillance program for all IUPUI employees and students who operate or maintain a class 3b or class 4 laser. Laser safety programs are detailed in the American National Standard (ANSI) Z136.1.

**II. Scope**

IUPUI employees who operate and maintain class 3b and class 4 lasers.

**III. Definitions**

**IV. Policy Statements**

- A. Medical surveillance will be mandatory for students, research and maintenance personnel who will be operating or maintaining a non sealed-beam class 3b or class 4 laser as described in section 4.0 of the IUPUI Laser Safety Manual. The medical surveillance will include a comprehensive ocular history and visual acuity examination performed in IUPUI Occupational Health Services by the clinical staff. If the visual acuity is worse than 20/20 in on eye or both eyes for far/near vision, or if the ocular history is abnormal, or if there is a history of eye disease, then the employee will need to be seen by the designated physician or nurse practitioner for a comprehensive eye examination.
  1. Prior to assignment/baseline.
  2. As appropriate for emergency exposure.
- B. The Principal Investigator (PI) listed on the Laser Registration Form (form LS-1 in appendix A of the IUPUI Laser safety Manual) is responsible for notifying department heads and IUPUI Department of Environmental Health and Safety (EHS) as to which employees or students should be included in the medical surveillance program
- C. Enrolled employees and students will schedule their medical surveillance examination with IUPUI Occupational Health Services. If an exposure occurs, the employee/student should complete the Accident/Exposure report form. The manager, supervisor or PI signs the form. The employee/student reports to IUPUI Occupational Health Services. If the IUPUI Occupational Health

Services is closed they should report to the Indiana University Hospital Emergency Department for evaluation and treatment if necessary. The employee/student should always follow up with IUPUI Occupational Health Services the next business day if seen by the Emergency Department.

- D. The Principal Investigator listed on the Laser Registration Form (LS-1) is responsible to ensure compliance with the required program.
- E. The Laser Safety Officer is responsible for providing education and training that includes: Online laser safety training, ANSI standard regarding laser usage available to all laser users. The Principle Investigator is responsible for laser specific training, Standard Operating Procedures, departmental policies or procedures and notifying IUPUI Occupational Health Services of personnel who are required to be enrolled in the program.
- F. IUPUI Environmental Health and Safety (EHS) in collaboration with the Laboratory Safety Coordinators will identify areas where class 3b and class 4 lasers are utilized. The Laboratory Safety Coordinators will supply EHS with an annual list of departments using class 3b and class 4 lasers and any environmental data available.
- G. IUPUI Occupational Health Services will perform a baseline and post-exposure evaluations, review the medical surveillance program every 2 years and prepare an annual report to EHS regarding employees compliant with the program. EHS will be responsible for maintaining the medical/exposure records on each enrolled employee/student for at least 30 years.
- H. Employees and students identified to be enrolled in the program are responsible to comply and understand that noncompliance may result in disciplinary action.

#### **V. Exceptions**

The Director of EHS will determine any exceptions to this policy

#### **VI. Cross Reference**

American National Standard (ANSI) Z136.1.

#### **VII. Responsibility**

The Director of EHS is responsible for the consistent application of this policy.

#### **VIII. Approval Body**

IUPUI Laboratory Safety Subcommittee. 8/3/2005

