

Checklist for OSHA Review of Laboratory Health and Safety Program

Key areas to address during an annual OSHA review of your lab's health and safety program

by Dan Scungio, MLS (ASCP), SLS, CQA (ASQ)

Bloodborne Pathogen (BBP) Safety

- Update Exposure Control Plan (ECP) outlining current safety protocols.
- Engineering and work practice controls reviewed and enforced.
- Housekeeping and decontamination procedures inspected.
- Annual BBP training completed for all staff with training logs.

Training Records

- Training completed for OSHA-required topics, including PPE, chemical safety, BBP protocols, and emergency procedures.
- All employees have participated in required training with no missing records.
- Accurate and complete recordkeeping of training details

Injuries and Exposures

- Complete and accurate injury and illness logs.
- Post-incident evaluations performed, with corrective actions implemented.
- Open feedback channels for reporting near misses and minor incidents

Chemical Management

- Update chemical inventory with all chemicals, quantities, and storage locations.
- Accessible and up-to-date Safety Data Sheets (SDSs) for each chemical.
- Labels on all chemical containers with name, hazard warnings, and date.
- Proper chemical storage and regularly stocked spill kits.
- Chemical Hygiene Plan (CHP) updated and relevant to current lab processes.
- Routine audits completed to evaluate adherence to safety protocols.
- Consistent employee engagement with personal protective equipment (PPE) use and standard operating procedures (SOPs).
- Complete assessment of CHP effectiveness and make changes as needed

