



## Lab Coat Program

The Lab Safety Office has partnered with Medico Professional Linen Service to provide lab coat services at no cost to research labs. The vendor will barcode, launder, repair, and replace lab coats as needed. The Lab Coat Program is managed by the **Lab Safety Office**. Refer all Lab Coat Program inquiries to [labsafety@chla.usc.edu](mailto:labsafety@chla.usc.edu) including:

- New Lab Coat Request
- Lab Coat Loaner
- Lab Coat Replacement
- Lab Coat Laundering
- Lab Coating Fitting
- Lab Coat Repair
- Lab Coat Barcoding
- LHAT Assessment

Lab coats are a form of Personal Protective Equipment (PPE) that must be worn whenever and wherever hazardous materials (chemical, biological or radioactive) are being handled, used or stored in laboratories. Lab coats are intended to protect against minor splashes or spills, and to minimize contamination of street clothing with hazardous materials used in a laboratory.

Personnel in every laboratory must have access to PPE appropriate for the hazards present. Appropriate PPE should be determined by the Principal Investigator or designee in consultation with the Lab Safety Office. The Laboratory Hazard Assessment Tool (LHAT) is available from the Lab Safety Office to identify specific hazards and recommend appropriate PPE to ensure the safety of lab personnel during work activities. The Principal Investigator or designee must ensure that all laboratory personnel, including volunteers and visitors, wear appropriate PPE where hazardous materials are handled, used or stored. Wearing appropriate PPE, practicing basic precautions, and good personal hygiene will minimize exposures to hazardous materials during routine use and in the event of an accident.

Following are basic precautions and personal hygiene practices established to minimize the possibility of hazard materials exposures:

- Always wash hands and wrists thoroughly before exiting the laboratory, after contact with any hazardous material, after removing gloves, and before eating; even if gloves were worn during the work day.
- Always remove and leave lab coats in the laboratory before exiting into non-laboratory areas such as hallways and restrooms.
- Never wear or bring lab coats into areas that are designated for the consumption of food.
- Never take lab coats to a public laundry mat, home or to laundering service to be cleaned due to spread of potential contamination from hazardous materials.
- Always use the appropriate PPE to avoid direct contact with any hazardous materials.
- Always replace PPE when damaged to maintain its integrity.
- Never consume or store food and drink in laboratories.
- Never apply cosmetics (including lip balm and contact lenses) in laboratories.
- Always wear proper attire that fully covers the legs and feet such as closed-toe shoes, long pants or dresses/skirts (no loose clothing, sandals, flip-flops, open-toed or open-backed shoes or shorts); long hair must be secured before working with open flames or machinery.



## Lab Coat Laundering Services

Medico Professional Linen Service provides weekly lab coat laundering service at no cost to research labs. To launder a lab coat, the lab coat must first be **barcoded**. Lab coats that are not barcoded will not be returned from the laundering facility. The barcode identifies the owner of a lab coat, Medico account information and the drop-off and pick-up location. This ensures that a soiled lab coat is returned from the laundering facility to the owner. All lab coats that are received from the Lab Coat Program are barcoded. **Always keep at least one lab coat available for use.** View the following barcode example:



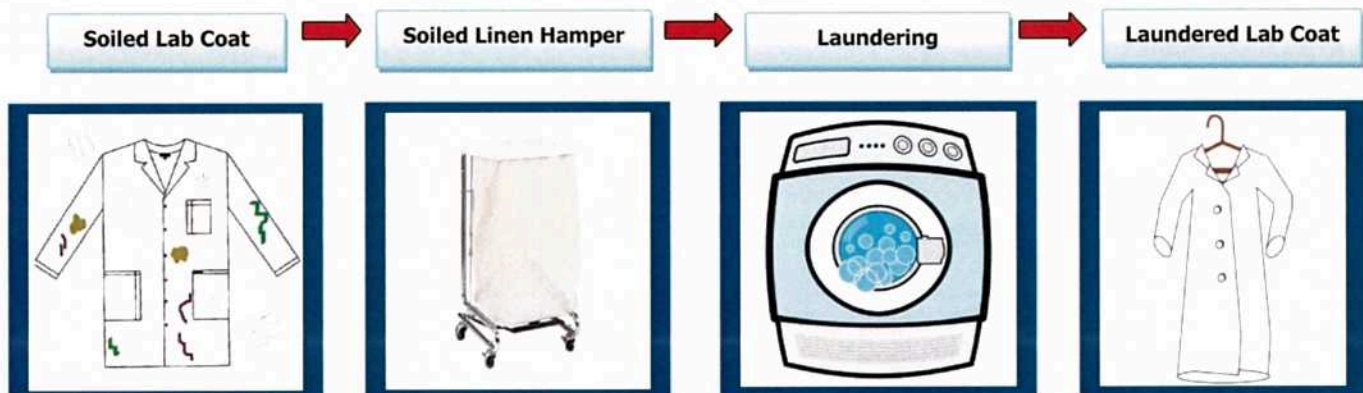
Barcode

Lab personnel should contact the **Lab Safety Office** at [labsafety@chla.usc.edu](mailto:labsafety@chla.usc.edu) when:

- Personal lab coats need to be barcoded for laundering service.
- Relocating to a new research building or lab (lab coats will need to re-barcode with the new location).
- Lab personnel have departed. (Lab coats must be collected and removed from the billing invoice/inventory).
- Lab coats are missing, damaged or need to be replaced.
- Lab coats have remained in the soiled linen hamper for over a week.

## Weekly Laundering Cycle

(View Lab Coat Drop-Off | Pick-Up Locations on Following Page)



Revised: 9/20/19



## Drop-Off | Pick-Up Locations

You must drop-off your soiled barcoded lab coat in the soiled linen hamper located on your designated floor at your designated building. If you place your soiled barcoded lab coat in a soiled linen hamper located on a different floor or at a different building, your lab coat will not be returned from the laundering facility.

### SABAN RESEARCH BUILDING (SRB):

Soiled barcoded lab coats are picked-up every **TUESDAY** for laundering and are returned from the laundering facility the following **TUESDAY**:

	Drop-Off Soiled Lab Coats in Linen Hamper	Pick-Up Laundered Lab Coats from Lab Coat Rack
SRB 3 <sup>rd</sup> Fl	Room 332	Room 332
SRB 4 <sup>th</sup> Fl	Room 432	Room 432
SRB 5 <sup>th</sup> Fl	Room 532	Across from room 549; between workbenches U & V

### SMITH RESEARCH TOWER (SRT):

Soiled barcoded lab coats are picked-up every **FRIDAY** for laundering and are returned from the laundering facility the following **FRIDAY**:

	Drop-Off Soiled Lab Coats in Linen Hamper	Pick-Up Laundered Lab Coats from Lab Coat Rack
SRT 1 <sup>st</sup> Fl	Elevator Lobby	1 <sup>st</sup> fl breakroom - 1 <sup>st</sup> fl section of lab coat rack
SRT 2 <sup>nd</sup> Fl	Elevator Lobby	1 <sup>st</sup> fl breakroom - 2 <sup>nd</sup> fl section of lab coat rack
SRT 3 <sup>rd</sup> Fl	Elevator Lobby	1 <sup>st</sup> fl breakroom - 3 <sup>rd</sup> fl section of lab coat rack
SRT 4 <sup>th</sup> Fl	Elevator Lobby	1 <sup>st</sup> fl breakroom - 4 <sup>th</sup> fl section of lab coat rack
SRT 5 <sup>th</sup> Fl	Elevator Lobby	1 <sup>st</sup> fl breakroom - 5 <sup>th</sup> fl section of lab coat rack
SRT 6 <sup>th</sup> Fl	Elevator Lobby	1 <sup>st</sup> fl breakroom - 6 <sup>th</sup> fl section of lab coat rack
SRT 8 <sup>th</sup> Fl	Elevator Lobby	1 <sup>st</sup> fl breakroom - 8 <sup>th</sup> fl section of lab coat rack
SRT 9 <sup>th</sup> Fl	Elevator Lobby	1 <sup>st</sup> fl breakroom - 9 <sup>th</sup> fl section of lab coat rack
SRT 10 <sup>th</sup> Fl	Elevator Lobby	1 <sup>st</sup> fl breakroom - 10 <sup>th</sup> fl section of lab coat rack

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