

## UCD/UCDHS Research & Education

1. Safety Orientation and Training Checklist for New Laboratory Personnel - one time only
  - a. Initial training documentation is required before giving unescorted access to the lab.
2. Annual Laboratory Safety Training Summary
  - a. Every year, lab personnel are required to read/review, sign and date the applicable forms prior to the annual EH&S Lab Safety Review. This form fulfills the annual documented training for the EAP, IIPP, Laboratory Safety, Biosafety, Bloodborne Pathogens, Medical Waste, etc. and applicable topics.
3. Laboratory Safety Fundamentals – online class required every three years as part of the UCLA Settlement Agreement. (NOTE: This online training class includes the required Fume Hood Training.)
  - a. Refresher-Laboratory Safety Fundamentals  
(Online refresher is required three years after the initial training.)
4. Biological Use Authorization (BUA) Training – Below is a list of online classes that fulfill the (BUA) training requirement(s) every three years:
  - a. Biosafety Level 2 training
  - b. Bloodborne Pathogens
  - c. Medical Waste Management
  - d. Safe Use of Biological Safety Cabinets – this online class is required only once.
  - e. Before You Sign the Hepatitis B Declination—this online class is required only once.
5. Hazardous Waste Management & Minimization - this class is required for all SOM labs.
6. Radiation Safety – this class is required if you are working with Radioactive Material. Please contact EH&S for current training requirements. Documented training is required every three years.
7. Animal Use and Care (101) - this online class is required every three years if you are working with animals and on an animal protocol. Consult with IACUC for more information.

To access the online training, one must have a UCD Kerberos ID. I have provided instruction below if a Temporary Affiliate (TAF) ID is needed.

- *If your new laboratory worker is not a current an employee or student at UC Davis, they will need to be sponsored as a temporary affiliate (TAF) of UC Davis in order to obtain a Kerberos login and enroll in classes (online/ILT). The supervisor, principle investigator or other UC Davis employee can sponsor the lab worker as a TAF. Information on the TAF process can be found at <http://taf.ucdavis.edu>.*
- *Once the TAF process has been completed and your Kerberos account has been activated, please e-mail [sdps@ucdavis.edu](mailto:sdps@ucdavis.edu) so that they can activate your LMS account.*

UCDHS Mandatory training:

- Please refer to New Employee Resource Manual for list of courses required for all new employees.
8. Dangerous Good Shipping for Infectious Substances and Dry Ice – Training is required every two years if you are responsible for shipping this kind of material.

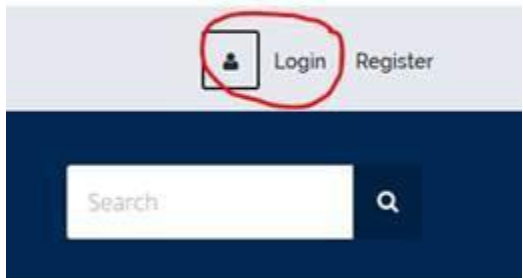
## 2018 Infectious Shipping & Dangerous Goods Online Training Access Information

Please follow the instructions below for **each person** requesting training.

**USE CHROME FOR THE ONLINE CLASS FOR EACH REQUEST.** Register at the following website: <http://ccm-safety.ucdavis.edu>. You have to hit the register button twice. When you hit register once it takes you to the log-in screen of which you aren't an authorized user yet so you have to hit register again. Use your UCD e-mail address and indicate you are a DGR user. The website will e-mail you a password, which could take up to 24 hours. When you get your password, which is going to be CRAZY complicated you can change it if you want under the "MY ACCOUNT" tab. After that please review the appropriate training modules under the IATA DGR Training and take the associated quizzes. **Let Niki Drazenovich (see below) know when you're done and she can issue you a certificate of completion. Let her know if you have any questions.**

### Step 1:

(530) 752-1561  
ndraz@ucdavis.edu



Thanks

Niki Drazenovich, MS, RBP, CBSP  
Safety and Facilities Coordinator  
Center for Comparative Medicine  
UC Davis  
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Davis, CA 95616  
(530)752-1561



### Step 2:

**UCDAVIS**  
**CCM & MBP SAFETY TRAINING**

A screenshot of the login/register form. At the top, there is a header with the text 'UCDAVIS CCM & MBP SAFETY TRAINING'. Below the header is a form with the following fields: 'Username or Email' (text input), 'My Password:' (password input), a checkbox for 'I'm not a robot' with a reCAPTCHA logo, and a checkbox for 'Remember Me'. A 'Log In' button is located at the bottom right of the form. Below the form, there is a 'Register' button circled in red, a link for 'Lost your password?', and a link for 'Back to CCM Safety Training'.