

Application for Confocal Imaging Time

RIT Users
Revised 1.13.2020

Instructions: Please fill out a separate application for each project. This application will be submitted to the Confocal Microscopy Team for review and approval. Users must undergo **RIT Lab Safety Training** <https://www.rit.edu/fa/grms/ehs/content/labstudio-safety> and **Biosafety Awareness Training** <https://www.rit.edu/fa/grms/ehs/content/biosafety> (certificates of completion must be attached). Users of Biosafety Level 2 (BSL-2) materials must complete Bloodborne Pathogen Training <https://www.rit.edu/fa/grms/ehs/content/bloodborne-pathogens> (certificate of completion must be attached); documentation of BSL1 or BSL2 designation must be included. All chemicals and dyes used in the Confocal Microscopy Lab must be declared and MSDS forms must be submitted. **User fees are \$11.80 per hour.** External Federal grants cannot be used. Please use an overhead account or other RIT internal account. Please return this form and supporting documentation and direct any questions to Hyla Sweet at hxssbi@rit.edu.

1. Date Submitted:

2. User Information: add other names, if needed

Faculty member name (PI):

Faculty member name (PI):

Email:

Email:

College/Department:

College/Department:

Phone number:

Phone number:

Lab Safety Training Certificate Attached: Yes No

Lab Safety Training Certificate Attached: Yes No

3. Student Information: add other students, if needed

Student name:

Student name:

Email:

Email:

Undergraduate/Graduate:

Undergraduate/Graduate:

Lab Safety Training Certificate Attached: Yes No

Lab Safety Training Certificate Attached: Yes No

4. Project Information:

Title of project:

Funded: Yes No Pending

External

Internal

Federal: Yes No

Grant name, if applicable:

Number of imaging hours requested: Project type (research, co-op, teaching lab, indep. study):

Estimated cost of user fees for this project (number of hours requested * \$11.80/hour):

Estimated start date:

Estimated end date:

Account number to charge (24 digits):

User fees of \$11.10 per hour of assisted confocal imaging time will be charged to this account. The availability of funds within this account should be verified and the account approver should sign and date below.

PI signature and date:

Account approver signature and date, if different from PI:

5. Sample Information:

Description of sample:

Source of sample:

Source date of sample:

Dye:	Absorption:	Emission:	MSDS included:	Yes	No
Dye:	Absorption:	Emission:	MSDS included:	Yes	No
Dye:	Absorption:	Emission:	MSDS included:	Yes	No

Type of imaging needed (xy, xylambda xyt, xyz, xyzt, FRAP, FRET, etc.):

Chemicals in use (use full chemical name; send MSDS forms): add other chemicals, if needed

Chemical: MSDS included: Yes No

Chemical: MSDS included: Yes No

Chemical: MSDS included: Yes No

Sample Type: Biological/non-biological

(If non-biological, you may stop here and submit the form)

Type of biological material (bacterial, parasitic, fungal, viral, rickettsial, and chlamydial agent; plant, animal, human cell line, etc.):

Type of sample prep (commercially fixed/prepared slides, lab-fixed sealed slide (nail polish or valap (petroleum, paraffin and lanolin)) lab-live sealed slide (nail polish or valap (petroleum, paraffin and lanolin)), Petri dish fixed, Petri dish live, other (please describe):

6. Biosafety Information (Please Read Standard Practices Below)

Proposed Biosafety Level (NA/BSL-1/BSL-2):

Attach Biosafety Level documentation: Yes No

Attach Bloodborne Safety Training certificates for each user: Yes No

Standard Practices

BSL-1 is suitable for work involving well-characterized agents not known to consistently cause disease in immunocompetent adult humans, and present minimal potential hazard to laboratory personnel and the environment.

Each institution should conduct a risk assessment based on the origin of the cells or tissues (species and tissue type), as well as the source (recently isolated or well characterized). Human and other primate cells should be handled using BS-2 practices and containment. All work should be performed in a biosafety cabinet, and all material decontaminated by autoclaving or disinfection before discarding. BSL-2 recommendations for personnel protective equipment such as laboratory coats, gloves and eye protection should be rigorously followed. All laboratory staff working with human cells and tissues should be enrolled in an occupational medicine program specific for blood-borne pathogens and should work under the policies and guidelines established by the institution's Exposure Control Plan.

For additional information, please consult the RIT resources for Biosafety and projects using BSL-2 materials:

<https://www.rit.edu/fa/grms/ehs/content/biosafety>

<https://www.rit.edu/fa/grms/ehs/content/bloodborne-pathogens>

-----The information below is for the Institutional Biosafety Committee and Confocal Microscopy Team only-----

7. Approvals:

RIT Institutional Biosafety Committee (NA/approved/not approved):

Approved Biosafety Level (NA/BSL1/BSL2):

Signature:

Confocal Microscopy Team Approval (approved/not approved):