

For Office Use Only:

## Institute for Simulation and Interprofessional Studies (ISIS) UW Medicine

Agreement for After-Hours Use of the ISIS HMC Facility Please Print:	
Name:	Department:
Phone:	Title (Resident, Fellow, Attending, etc.):
Email:	
The Institute for Simulation and Interprofessional Studies (ISIS) has established 24/7 access for attending and fellows wishing to complete wet-lab training and practice sessions outside of posted office hours (8AM-5PM). Before access is granted, individuals wishing to use the ISIS HMC wet-lab facility afterhours must read and agree to the following rules and regulations as stated below:	
<ul> <li>Each individual will sign-in and -out using the ISIS after-hours time log. Any person accompanying the individual (or allowed into the lab by the individual) is the responsibility of that person.</li> <li>Each individual is responsible for all equipment during the time of lab use. If equipment is not functioning, you will notify ISIS staff within 24 hours, or be held responsible for replacement.</li> <li>All instruments must be checked out during ISIS office hours, and must be returned CLEAN after each use.</li> <li>All ISIS instruments that have been checked out for use are the responsibility of the attending/fellow. Individuals will be charged accordingly for any missing or damaged instruments (beyond normal wear and tear).</li> <li>Only AUTHORIZED cadaver specimens will be used in the ISIS labs. Authorization includes following proper cadaver handling protocol, permission to use or have ownership of cadaver specimens. If you have questions about use of cadaver specimens either human/animal please contact the ISIS Administrator.</li> <li>Each individual will adhere to all safety precautions for the handling of cadaver specimens. This includes prior notification to the ISIS staff for a "terminal clean" following any cadaver specimen, if needed.</li> <li>Used ISIS spaces and equipment must be returned to their original state (e.g. cleaned, organized, and powered off).</li> <li>Doors to the office areas, control room, and dirty/clean rooms will remain locked at all times. If access is required to one of these areas, special arrangements must be made before NOON on the day the lab area is to be used.</li> <li>NO FOOD OR DRINK is allowed in the wet lab/virtual OR area.</li> <li>Sutures and all other medical equipment are not regulated for patient use. No materials are to be removed from the ISIS facility.</li> <li>Prior to wet-lab use, all individuals must complete appropriate core competency training, including Blood Borne Pathogen training.</li> </ul>	
Access cards are non-transferable. Failure to comply with the policies outlined in this document may result in the immediate revocation of ISIS after-hours privileges.	
By signing this agreement, you agree to the ISIS after-hours policies outlined above. ISIS will not be held responsible for any personal items left in the lab area after-hours.	
Signature:	Date:

Request for Prox Card:\_\_\_\_\_\_ Submitted to HMC Safety\_\_\_\_\_\_ Issued:\_\_\_\_\_