

OFFICE FOR EDUCATION & QUALITY IN CLINICAL RESEARCH	CATEGORY	Clinical Research: Project Activities
	SUBJECT	Dry Ice Availability
	SOP #	4.6
	EFFECTIVE DATE	August 6, 2008
	REVISION DATE	December 9, 2013

OBJECTIVE

Describe researcher dry ice resources. These procedures apply to all clinical research activities approved by the Office for Human Subjects Research conducted within the Hennepin County Medical Center campus.

APPLICABLE REGULATIONS AND GUIDELINES

REFERENCES TO RELATED SOPs

SOP 2.11

ATTACHMENTS

None

- 1) Dry ice is available in a locked area in the S3 Research Facility.
 - a) Contact the Laboratory Services Coordinator at the S3 desk or call 612-873-6644 to complete a site information form.
 - b) Further instructions will be given to the appropriate personnel after review of the site information form.

- 2) Research sites using dry ice on a regular basis must determine the weekly amount needed.
 - a) Sites with regular dry ice needs will be issued one key for the dry ice repository.
 - b) It is the responsibility of the designated contact person to make the key available to site personnel as needed.
 - c) The key must not be passed on to any other individual or site without prior permission from the Laboratory Services Coordinator.

- 3) Advance notice of sporadic usage must be arranged with the Laboratory Services Coordinator at least two days prior to the date needed.
 - a) A key is available from the Laboratory Services Coordinator for sporadic users.
 - b) Dry ice is available for sporadic users during business hours only.

- 4) If the remaining dry ice is down to less than one bag, immediately notify the Laboratory Services Coordinator.

- 5) No personal use of dry ice is allowed.