STANDARD OPERATING PROCEDURE TEMPLATE · LABORATORY SAFETY (OSHA)

Eyewash and Safety Shower Checks

Governing requirement: OSHA 29 CFR 1910.151(c)

Applies to: ☑ Waived ☑ Moderate complexity ☑ High complexity

Laboratory name		**CLIA number**	
Document number		**Version**	
Effective date		**Next review due**	
Author		**Department / section**	
Approved by (laboratory director)		**Director signature**	
Approval date		**Supersedes document**	

Important: Template only. Before use, this document must be reviewed, adapted to your laboratory's instruments, test systems and the manufacturer's instructions, and approved, signed and dated by the laboratory director. Check current federal, state and accreditation requirements. Not legal advice. Sound Lab Consultants is not affiliated with or endorsed by CMS, CDC, FDA, OSHA, CAP, COLA, The Joint Commission, CLSI or any manufacturer.

1. Purpose

To keep emergency eyewash and shower equipment ready.

2. Scope

All eyewash stations and showers.

3. Responsibility

- Laboratory director / safety officer: implements and updates this plan at least annually.
- Supervisor: provides training, ensures equipment and PPE are available and investigates incidents.
- All employees: follow the plan, use PPE and report exposures, spills and hazards immediately.

4. Definitions

Flush: Rinse for at least 15 minutes.

5. Materials, equipment and records

- Eyewash log

6. Procedure

1. Activate plumbed eyewash weekly to flush lines.

2. Check access, water flow and caps.

3. Inspect annually **[Inspector]**.

Inspector

4. In exposure, flush 15 minutes holding eyelids open, then seek medical care.

7. Quality control

- Inspect safety equipment and supplies on the schedule in this plan and record results.
- Review incidents and near misses at least quarterly.

8. Interpretation, reporting and documentation

• Record the activity, date, result and initials on the form or log, and have the supervisor review records **[Review frequency]**.

Review frequency	

• Keep records per the record retention SOP (at least 2 years under 42 CFR 493.1105 unless a longer period applies).

9. Limitations and cautions

• This is a generic template. Adapt it to your instruments, test systems, manufacturer instructions, state law and accreditation standards before use.

10. References

• OSHA, 29 CFR 1910.151 Medical services and first aid (eyewash and drench facilities)
https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.151

11. Eyewash check log

Fill in electronically or print. Keep completed forms per the record retention policy.

Date	Station	Flow OK	Clear access	Problems	Action	Initials

12. Lab-specific notes

Notes and local requirements	

13. Revision history

Version	Date	Description of change	Author	Approved by

14. Annual review log

Procedures and changes must be approved, signed and dated by the current laboratory director before use (42 CFR 493.1251(d)).

Review date	Reviewed by	Signature	Changes needed (Y/N)	Comments

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