

Tel Aviv University

Safety Unit

Safety Guidelines

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of

Publication Date
May 2015

Guideline number
07-346

Guideline name:

Vaccination Regulations at Tel Aviv University

1. Background

In accordance with a circular from the Director General of Israel's Ministry of Health, laboratory workers (students, researchers and new and veteran employees) exposed to the risk of infection from contagious pathogens must be vaccinated.

Within the scope of this requirement, each faculty must appoint an employee to coordinate the handling of the matter of vaccinations, including registration of the vaccination dates and test results for serological markers.

2. Objective

The objective of this guideline is to set out the rules for carrying out vaccinations and define the parties responsible for doing so.

3. Employer's responsibility

Dean: The Dean shall appoint an employee who will coordinate the handling of the matter of vaccinations.

It is the laboratory manager's (principal investigator's) responsibility to ensure the administration of vaccines, in accordance with the specifications found in section 4 of these Guidelines.

The laboratory manager (principal investigator):

1. shall inform the students / workers in his/her laboratory (including project students), with respect to the required (and available) vaccines for working with risk factors / pathogens that they may be exposed to, **prior to their entry into the laboratory**.
2. shall direct the students / workers to receive the vaccinations and ascertain that they have indeed been vaccinated. Similarly, the laboratory manager (principal investigator) shall maintain records thereof, with the vaccination dates and test results for serological markers.

4. Vaccination specifications

- 4.1 A tetanus vaccination shall be administered every 10 years for those working with animals (including those engaged in fieldwork).

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- 4.2 A tetanus vaccination shall be administered within 48 hours following a puncture wound or injury in the laboratory (accompanied by bleeding), in accordance with the person's immunization record.
- 4.3 A hepatitis B virus (HBV) vaccination shall be administered to those working with HBV and to all other members of the group even if they do not work with the virus themselves yet use shared laboratory equipment that may be contaminated with the virus (such as centrifuges, for example).
- 4.4 The hepatitis B virus (HBV) vaccination shall be administered to those working with blood, bodily fluids, tissue, samples or cell lines (primary) from a human source, and to all other members of the group, even if they do not work with the aforesaid elements themselves and use shared equipment that may be contaminated with the virus (such as centrifuges, for example).
- 4.5 The rabies vaccine shall be administered those working with bats and to the members of their group.
- 4.6 The rabies vaccine shall be administered those working with the rabies virus and to the members of their group.
- 4.7 Fieldworkers: a rabies vaccine shall be administered based on a risk assessment by the laboratory manager (principal investigator).
- 4.8 The VV vaccine shall be administered to those working with the vaccinia virus and to the members of their group.
- 4.9 Those working with primates must have annual follow-ups – where such follow-ups and treatment are their responsibility.
- 4.10 Those working with recombinant viruses originating or sourced from pathogens, such as the modified rabies virus, shall be directed to the biological safety supervisor, in order to determine the need for vaccination.
- 4.11 The hepatitis B virus (HBV) vaccination shall be administered to those working with any element originating from a human source.
- 4.12 A Td vaccine shall be administered to those working with the diphtheria toxin.
- 4.13 A vaccine for hepatitis A and polio shall be administered to those working with effluent.

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5. Method of administrating the vaccine

5.1 The employee / student should contact their respective *kuppat holim* (their HMOs such as Macabbi, Clalit, etc.) in order to get their relevant vaccinations.

5.2 **Vaccinations that require payment** – the employee / student shall pay for the vaccination and shall be fully reimbursed upon presentation of a receipt. Confirmations of vaccination and the receipts thereof should be delivered to the department's administrative assistant. The administrative assistant shall provide the confirmations of vaccination and the receipts to the finance department (for the purpose of receiving financial reimbursement).

6. An employee who is found to be a carrier of the hepatitis B virus (HBV) or hepatitis C virus (HCV) shall be directed to an occupational health physician who is authorized to approve or reject his/her employment as biological lab worker.

7. Responsibility for carrying out these guidelines

- Head of the Safety Domain (Dean)
- Lab manager (principal investigator)
- Biological safety supervisor
- Human resources department

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Re: Vaccination Regulations at Tel Aviv University – Coordinators

1. The Vaccination Regulations at Tel Aviv University were disseminated in September 2014, wherein the Faculties / Units were asked to appoint an employee who would coordinate the handling of vaccinations in every faculty.
2. The following employees were selected by the Faculties / Units:

The faculty of medicine – Dr. Natalie Ben-Kalifa

The faculty of life sciences – Dr. Celeste Aliona Weiss-Katz

The faculty of exact sciences – Dr. Yulia Visitaev

The faculty of engineering – Ruth Gottlieb

The faculty of social sciences – Rita Haldar

The animal research facility – Dr. Debora Rapaport

Sincerely yours,

Hadar Rahamim

Head of the Safety Unit