**Instructions for Completing the Safety Consent for Minors**

The supervisor for a minor should prepare the Safety Consent for Minors for parents or legal guardians of minors to sign and return to the NIH. Minors are defined as individuals under the age of 18. The Safety Consent for Minors should include the following information:

1. Exactly which pathogens and materials the student will be handling and what procedures he/she will be performing.
2. What the consequences of exposure and subsequent infection may be.
3. The ***direct*** supervisor the student will have ***at all times*** when handling potentially hazardous materials and by whom.
4. The safety training that will be provided and by whom (DOHS classes and site/protocol specific safety training).
5. Include information regarding medical treatment for the student should they be injured, exposed or infected.

The parents or legal guardians must sign the consent form indicating that they understand the potential hazards and risks as described; that they give permission for their son/daughter to handle the potentially hazardous agents; and that they understand the consequences of a laboratory acquired infection. This statement should be at the bottom of the document that you provide to the parents or legal guardians. They should sign and date the memo at the bottom and return a copy to the supervisor. The supervisor and the Summer Program Coordinator should maintain a copy of this document in the student’s file.

Institute/Center Letterhead

Date

Parent/Legal Guardian Name

Address

Address

Subject: Safety Consent for Minors

Dear Parent/Legal Guardian:

Minor’s Name, will soon begin work at the National Institutes of Health (NIH) in a biomedical research laboratory in Institute/Center in Building and Room Number. Your child will work under the direct supervision of Supervisor’s Name.

Individual laboratories vary in the inherent types of hazards present. While working at the NIH, your child may encounter these potential hazards, for example, animal, biological, chemical, physical, or radiological hazards. As part of the work assignment, Minor’s Name will work with or perform the following:

Briefly describe assignments -- include potential hazardous materials the student will work with in the laboratory.

NIH provides safety training to employees who may work with these materials – in fact, your child is required to attend laboratory safety training. In addition, NIH’s Occupational Medical Service provides pre-placement medical evaluations to workers who work in certain buildings on campus or with certain specified hazardous materials. More information on safety training and medical evaluations is provided in your child’s Orientation Packet. If you have further questions on these topics, please visit <http://dohs.ors.od.nih.gov/> or call Phone Number of Institute/Center Point of Contact.

 Sincerely,

 Name of Institute/Center Point of Contact

 Contact Information

By signing this letter, you consent to the conditions as outlined above and affirm that you, as the parent or legal guardian, grant permission for Minor’s Name to work at NIH in the designated biomedical laboratory performing the work described above.

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| Minor’s Name (PRINT): |  |
| Parent’s/Legal Guardian’s Name (PRINT): |  |
| Parent’s/Legal Guardian’s Name (*Signature*): |  |
| Date: |  |