

INSTRUCTIONS FOR LAB MEMBERS – LHAT & OBTAINING PPE

Laboratory Hazard Assessment (LHAT) is an online solution that simplifies the hazard assessment process for work environments and recommends the proper personal protective equipment (PPE) based on the hazards identified during the assessment.

Multi-Factor Authentication Requirement: Multi-Factor Authentication (MFA), also known as two-step or 2-factor authentication, is required to access the LHAT. MFA adds a second layer of protection to your UCI account in addition to your UCInetID and password. UCI uses Duo Security for MFA. To access the LHAT, you must first enroll in [Duo](#). For additional information or assistance, contact the OIT Help Desk at oit@uci.edu.

GETTING STARTED

- Once added to a lab roster by the PI or Lab Hazard Contact (Delegate), Lab Members will receive an email directing them to acknowledge a certified hazard assessment
 - Email notification will come from sender support@riskandsafety.com with the subject “Lab Hazard Assessment Ready to be Acknowledged”
- Select the link in the email (app.riskandsafety.com)
- Login using campus credentials (your UCI email address)

ACKNOWLEDGE A LAB HAZARD ASSESSMENT

- Under **Action Items**, select “Review and Acknowledge Laboratory Hazard Assessment” to review the hazards and PPE requirements for your lab

Action Items

Review and Acknowledge Laboratory Hazard Assessment
Test Lab Hazard Assessment

GO →

- If you do not have “Review and Acknowledge Laboratory Hazard Assessment” listed as an action item, either you have not been added to the lab roster or the PI has not certified the Hazard Assessment
 - Have your PI or Lab Hazard Contact (Delegate) add you to the lab roster and/or certify the assessment before you can proceed with acknowledging the lab hazard assessment
- Review the hazards and PPE
 - On Summary page select **Acknowledge** and **Confirm**

COMPLETE THE PPE SAFETY TRAINING

- Review the assessment summary and follow the directions on the **Next Steps** page
- On the Next Steps page, click on **PPE Safety Training**
 - The 3-step training will open up in a new tab or window
- Complete the PPE Safety Training
 - Step 1: Read the **Safety Training PPE PDF** worksheet
 - Step 2: Watch the **Safety PPE Video**
 - Step 3: Take the **Safety PPE Quiz**

COMPLETE THE VIRTUAL PPE FITTING PROCESS

- Complete the [Virtual PPE Fitting Form](#)
 - It is helpful to have your PPE Voucher (found on Next Steps page of your lab's Hazard Assessment) or know what types of PPE are listed
 - Refer to the [Lab Coat Fitting Guide](#) to assist in the selection of appropriate lab coat style and size
- After submission of the Virtual PPE Fitting Form, the Laboratory PPE Coordinator will respond in 5-7 days with additional questions or pick up instructions
- Please review the [Laundry Services Handout](#) for instructions on utilizing free laundry service for EH&S-issued lab coats

Additional questions or comments? Please contact safety@uci.edu