

# HARBORVIEW LABORATORY RESEARCH PROGRAMS

## GUIDE TO SERVICES



Photo Credit - Lara Muffley

# UW Medicine

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HARBORVIEW  
MEDICAL CENTER

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# HARBORVIEW LABORATORY RESEARCH PROGRAMS

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## Harborview Research and Training Building and Ninth and Jefferson (3NJB)



Photo Credit – Lara Muffley

# WELCOME



Photo Credit: Freepik

*Welcome to the Harborview Medical Center Research site of UW Medicine. Your work at HMC supports the School of Medicine's goals of advancing medical knowledge, improving the provision of medical care and preparing tomorrow's physicians, scientists and other health professionals. This is an exciting time in the city and the region. The work conducted by researchers and administrators at HMC adds to that energy, contributing to advances in medicine with a truly global reach.*

***Paul G. Ramsey***

CEO of UW Medicine,  
Executive Vice President for Medical Affairs, and  
Dean of the School of Medicine, University of Washington

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## GENERAL

### WELCOME

Welcome to the UW School of Medicine Research Programs at Harborview Medical Center. Harborview-based faculty obtain over \$240 million in research and training funding per year, performing translational and basic research as well as clinical studies, treatment trials, epidemiology and health services research. Lab-based research includes cell biology, neurosciences, vascular biology, inflammation, infectious diseases, lung biology and microbial pathogenesis. Research laboratories are located in the Research & Training Building and the Ninth & Jefferson Building. These buildings, operated through the joint efforts of the UW School of Medicine and Harborview Medical Center, provide laboratory facilities and research offices for HMC-based faculty. Other clinical, health services and outcomes research programs occupy space across the Harborview Medical Center campus.

This guide to service is intended to orient users to our facilities and to provide information on accessing key resources needed to operate your laboratories. Our goal is to improve service delivery and enhance building communication and stewardship.

Comments marked with a  are considered especially interesting or important.

#### **General Questions**

Lara Muffley  
[muffley@uw.edu](mailto:muffley@uw.edu)  
206-897-5344

#### **Associate Dean for Research**

Nicole Gibran, MD  
[nicoleg@uw.edu](mailto:nicoleg@uw.edu)  
206-744-3140

#### **Site Facilities Manager**

Mike Young  
[myoung5@uw.edu](mailto:myoung5@uw.edu)  
206-897-5011

## SITE MAP



## FACILITY ADDRESS

### Research & Training Building

Shipping Address: (For FedEx, DHL, etc.)

300 Ninth Ave, Research & Training Building, Seattle, WA 98104

Mailing Address: (US Post Office)

325 Ninth Ave, Seattle, WA 98104

### Ninth & Jefferson Building

Shipping address: (For FedEx, DHL, etc.)

908 Jefferson Street, Seattle, WA 98104

Mailing Address: (US Post Office)

325 Ninth Ave, Seattle, WA 98104

PLEASE NOTE: The US Post Office does NOT recognize the physical addresses of NJB and R&T as mail delivery addresses. All Harborview Medical Center staff must format mailing addresses as follows:

Your Name

HMC # 359XXX (Mailbox Number)

325 9<sup>th</sup> Ave

Seattle, WA. 98104-2499

For a list of UW and HMC Departmental Box Numbers visit:

<https://www.washington.edu/home/boxnumbers/>

You may use the physical addresses for NJB and R&T for DHL and FedEx deliveries only. For questions, please contact: HMC Mailroom 206-744-5304.

NOTE: The HMC Central Mailroom receives and distributes Interoffice/Intercampus Mail to mailboxes at R&T and to Laboratory Medicine offices on the first floor of NJB.

## HMC RESEARCH WEBSITE

Our website (<https://depts.washington.edu/hmcrt/>) provides general guidance and information on resources for researchers at HMC.

## LISTSERVS

Three HMC listservs facilitate communication:

- [HMC\\_Research@uw.edu](mailto:HMC_Research@uw.edu) List for all Researchers at HMC
- [HMC\\_Research\\_PIs@uw.edu](mailto:HMC_Research_PIs@uw.edu) Principal Investigators/Faculty at HMC
- [hmc\\_research\\_labmgrs@uw.edu](mailto:hmc_research_labmgrs@uw.edu) Those responsible for day-to-day lab operations

To post to any of the lists, address your email to one of the addresses listed above. To add yourself or a staff member to a ListServ, contact Lara Muffley ([muffley@uw.edu](mailto:muffley@uw.edu)) with the name, email address and the specific ListServ of interest.

## FIRE AND EMERGENCY

### FOR IMMEDIATE THREATS TO LIFE & SAFETY:

For both Seattle Fire and Police Departments dial:

**9-911**

### FOR NON-LIFE THREATENING EMERGENCIES:

HMC Security      206-744-5555  
Or 4-5555 from any campus phone

## SECURITY & ACCESS

### SECURITY

HMC R&T and 3NJB, are secure facilities. Access to labs is limited to Proxy Card holders (Photo ID Badge).

It is the goal of UW Medicine to provide a safe and comfortable work environment for all faculty and staff at Harborview Medical Center Research Labs.

Security is provided by the HMC Public Safety Department. Officers patrol on foot throughout the HMC campus. If you have concerns or questions, please call Public Safety Dispatch Center at **206-744-3193**.

For Emergencies, please call **206-744-5555** or dial **911**.

The Public Safety Administrative Office is open from 7:30am to 5:00pm, Monday through Friday. It is located in the brown building located at the NW corner of 9th and Jefferson, across the street from the Emergency Department.

For general questions contact:

Alieu Ann  
Security Services Director  
206-744-4943  
[alieuann@uw.edu](mailto:alieuann@uw.edu)

Tyler Redding  
Operations Manager  
206-744-4911  
[tradding@uw.edu](mailto:tradding@uw.edu)

Please do your part by reporting any suspicious activities or people to security as soon as possible.

To sign up for HMC stat alerts (such as active shooter notices) please visit <http://depts.washington.edu/statinfo/>

To request a courtesy safety escort phone security dispatch 206-744-3193.

## PHOTO ID BADGES

Harborview Medical Center requires all staff on campus to display an HMC or UW photo ID. ID badges are available at Parking and Commuter Services Office on the first floor of the HMC center tower, in 1CT-153. An approved Director or Manager within your department is authorized to sign the Request for Photo ID Badge (Blue Card).

<b>Request for Photo ID Badge (per HMC Administrative Policy #125.6)</b>				
<b>Requestor Information (To be completed PRIOR to Manager/Director authorization)</b>				
Legal Name on valid picture ID (Current Passport, Driver's License, State ID card, Immigration Card or Naturalization Papers)	Last (30)	First (25)	Employee ID Number (9)	
Name that will appear on badge (If using a nickname or last initial, either the first or last name must be your legal name.)	Last (30)	First (25)	Mailbox Number (6)	
Approved Job Title (30)		Approved Department/School/Company (30)		
<b>Information below is to be completed by Authorized Directors or Managers AFTER the above section has been completed.</b>				
<i>Badge Type</i>				
<input type="checkbox"/> HMC Employee/Hourly	<input type="checkbox"/> HMC Nursing	<input type="checkbox"/> 24 Hour Vendor Card	<input type="checkbox"/> Physician/Resident	<input type="checkbox"/> Board of Trustee
<input type="checkbox"/> HMC Volunteer	<input type="checkbox"/> Nursing Student	<input type="checkbox"/> Contract, Vendor, Temp	<input type="checkbox"/> Medical Student	<input type="checkbox"/>
<input type="checkbox"/> UW, State, County, City	<input type="checkbox"/> Student – Other	<input type="checkbox"/> Business Vendor	<input type="checkbox"/>	<input type="checkbox"/>
<b>Building Assignment</b> <input type="checkbox"/> HMC Main Building <input type="checkbox"/> R & T Building <input type="checkbox"/> NJB Building <input type="checkbox"/> Patricia Steele Building <input type="checkbox"/> Maleng Building		Approved Director or Manager name (Printed)		
All photo ID badges are property of Harborview and <b>MUST</b> be returned upon separation. Please do <b>NOT</b> place any tape, stickers, pins, or holes in/on/through the badge. Notify the Badging Office immediately if badge is lost or stolen so it can be deactivated and a new card can be issued. Fees will be assessed for lost/damaged cards.		I have checked all the information and found it to be correct and true. (Signature if not e-mailed)		
Notes:		Date Approved	Phone Number	

Please return this form to **Photo ID at Mailbox 359901**, by e-mail at [badging@uw.edu](mailto:badging@uw.edu) or in person at the Badging Office 1CT-153.

**Valid ID is required at time of issue.**

These forms are available in person at the Parking and Commuter Services office or online:

<https://hmc.uwmedicine.org/BU/ParkingCommuterServices/Pages/PhotoIDBadges.aspx>

<https://depts.washington.edu/hmcrt/resources/>


Parking/Badging Office Hours of operation are 7:00 AM to 4:00 PM, Monday through Friday.


👉 Be careful with your ID badge! It is a proximity card, enabling access to campus facilities as authorized on the request form. Immediately report lost or stolen cards to Security Services at 206-744-3193. The fee for a replacement is 10\$. If you have any questions about Photo ID badges, contact the ID Office at 206-744-3254 or 206-744-4734 or Site Facilities Manager, Mike Young 206-897-5011.


## METAL KEY REQUESTS

For UW School of Medicine (SOM) employees needing keys for specific rooms/lab spaces in HMC R&T and 3NJB, please follow the instructions below:

1. Download the HMC Parking & Security Services **Key Request Form**  
<https://depts.washington.edu/hmcrt/resources/>
2. Fill in “**SECTION – 1**” of the form
3. Forward the request/form, including a budget #, to the building manager Mike Young ([myoung5@uw.edu](mailto:myoung5@uw.edu)) for approval.
4. The building manager will fill in “**SECTION – 2**” and forward the form to the Parking and Photo ID Office
5. Authorized Security representatives will approve the request and forward it to the Locksmith or disapprove it and return it.
6. The Locksmith will make the keys and return them to the Parking and Photo ID Office for issue.
7. The Parking and Photo ID Office will contact the requestor to inform them that keys are ready for pickup.
8. The requestor must come in person to pick up keys. The requestor must present HMC Photo ID and sign for keys.

 **Important Information:** The requestor is responsible for the keys issued and cannot share keys. Only the requestor will be able to pick up keys. Only one requestor per form; and only one key per person per door. If a key is lost or needs to be replaced, a Security statement form needs to be completed and turned in along with this Key Request Form. When terminating employment, you must turn in your HMC Photo ID and all keys to the Parking and Photo ID Office.

 Upon receipt of properly completed forms, Badging will process key requests within 10 business days. Keys not picked up by the requestors will be returned to the Locksmith after 14 calendar days. If you have any questions, please call Parking Services at 744-3254 or Badging at 744-3386.


 Please turn in any spare or unidentified keys to the Lock Shop

For information about key protocols contact:

Ethan Amerson  
Lockshop Lead  
Harborview Medical Center  
Facilities & Engineering Services  
[rizon@uw.edu](mailto:rizon@uw.edu)  
206-744-3384 office  
206-744-5715 cell, 206-540-2371 pager

## BUILDING ACCESS

Access to HMC Research facilities is granted (with certain restrictions) to all UW faculty and staff on an individual basis. Access to HMC facilities is granted (with certain restrictions) to volunteers and non-UW Medicine staff on a case to case basis. HMC is a secure facility and your assistance is required in maintaining this status.

 To request access to HMC R&T or 3NJB for individuals with an HMC Photo ID Badge, submit a request using the form below.

This form will be completed and emailed to: [dpsacc@uw.edu](mailto:dpsacc@uw.edu)

This form does not replace the blue request form that goes to Badging for the physical badge creation, this is only for Access on an already made badge.

Last Name	First Name	EID Number (if staff)	Job Title	Email Address
Person Responsible for above party	Department	Department Phone	Expiration Date (if needed)	Email Address
All of the areas below are restricted, and your access must be approval by designated authority.				
<b>Authorized Approvers</b>		<b>Requested Access</b>		
Any Manager or above can authorize access to the listed areas. Also Mike Young: (206) 897-5011 <a href="mailto:myoung5@uw.edu">myoung5@uw.edu</a>		<input type="checkbox"/> R&T General Access (Basement-7 <sup>th</sup> Floor) <input type="checkbox"/> R&T Loading Dock <input type="checkbox"/> R&T Engineering Areas <input type="checkbox"/> NJB 3 <sup>rd</sup> Floor SOM Wet Labs		
<b>Notes and reason for request:</b>				


Email the completed form to: HMC Access control [dpsacc@uw.edu](mailto:dpsacc@uw.edu) (206-744-6825).

Note: This form (word document) is available through Access Control or through the HMC Research Program website (under Resources)  
<https://depts.washington.edu/hmcrt/resources/>

Note: This form does not replace the blue request form that goes to Badging for the physical badge creation, this is only for Access on an already made badge.

If you have questions about building access, please contact Mike Young at [myoung5@uw.edu](mailto:myoung5@uw.edu) (206-897-5011)

## VISITOR ACCESS

 All guests require escort beyond the public areas. Check with your Department Administrator as to need for visitor screening and clearance. Visitor access is at the discretion of the UW School of Medicine.

## LOST AND FOUND

Security Services maintains the lost and found on the Harborview Medical Center Campus. For more information contact Security Dispatch at 206-744-3193 or visit <https://hmc.uwmedicine.org/BU/SecurityServices/Pages/default.aspx>

## WORKPLACE SAFETY

### EMPLOYEE HEALTH

Employee Health Services (EHS) provides work-related preventive care for UW employees including basic health screening, occupational health assessments, surveillance and immunization services to UW employees on the Harborview Medical Center campus.

Employee Health Services is located in the East Clinic Building, Floor: 1, Room: 21

Phone: 206-744-3081      Email: [ehshmc@uw.edu](mailto:ehshmc@uw.edu)

Hours of Operation:      Monday – Wednesday, 6:30 am - 5:00 pm  
Thursday – Friday, 6:30 am - 4:30 pm

Emergency Off Hours Contact HMC Operator at 206-744-3000

For more information, please visit:

<https://hmc.uwmedicine.org/BU/EH/Pages/default.aspx>

or

<https://www.ehs.washington.edu/workplace/employee-health-center>

### EXPOSURE RESPONSE AND ACCIDENT REPORTING

Follow UW EHS [guidelines](#) for biological, chemical or radiological exposures.

Remember to report any work-related injury or illness to your supervisor as soon as possible. After reporting the incident to your supervisor, submit a report of the incident within 24 hours to EH&S via the UW's [Online Accident Reporting System \(OARS\)](#).



For more information visit: <http://www.ehs.washington.edu/workplace/accident-and-injury-reporting>

ENVIRONMENTAL HEALTH & SAFETY  
UNIVERSITY of WASHINGTON

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## EXPOSURE RESPONSE

for biological, chemical, or radiological exposures

**CALL 911 FOR ANY LIFE THREATENING EMERGENCY**

**1. PERFORM FIRST AID**

<b>Needlestick, sharps injury, puncture wound, or animal bite/scratch</b>	Wash exposed area thoroughly for 15 minutes with warm water and sudsing soap.
<b>Eye exposure</b>	Use eye wash to flush eyes for 15 minutes while holding eyes open.
<b>Skin exposure</b>	Use nearest safety shower for 15 minutes. Stay under the shower and remove clothing. Use a clean lab coat or spare clothing to cover.
<b>Inhalation</b>	Move out of contaminated area and get help.

**2. GET MEDICAL HELP**

<b>For chemical or radiological exposure or emergency:</b>	Call 911 and follow the instructions given. Provide information about exposure including chemical name, dose, route, time since exposure, and Safety Data Sheet (SDS).
<b>For biological and all other exposures:</b>	During business hours (Monday thru Friday 8 a.m. to 5 p.m.): <ul style="list-style-type: none"> <li>Call the Employee Health Center at <b>206.685.1026</b>.</li> <li>Harborview sites call <b>206.744.3081</b>.</li> </ul> If Employee Health Center is closed: <ul style="list-style-type: none"> <li>Call 911 and follow the instructions given.</li> </ul> Notify your supervisor. Secure the area before leaving.

**3. REPORT THE INCIDENT**

<b>In the event of hospitalization, fatality, or radiological or recombinant DNA exposure, notify EH&amp;S immediately after first aid and getting help:</b>	During business hours (Monday thru Friday 8 a.m. to 5 p.m.): <ul style="list-style-type: none"> <li>Call the EH&amp;S main phone line at <b>206.543.7262</b>.</li> </ul> Outside of business hours: <ul style="list-style-type: none"> <li>Call <b>206.685.UWPD (8973)</b> to reach EH&amp;S staff on call.</li> </ul>
<b>All incidents and near misses:</b>	Submit a report via the UW Online Accident Report (OARS) within 24 hours at <a href="https://oars.ehs.washington.edu">https://oars.ehs.washington.edu</a>

August 2017
[www.ehs.washington.edu](http://www.ehs.washington.edu)

## SPILLS

For Chemical spills follow UW EHS guidelines

<https://www.ehs.washington.edu/chemical/chemical-spills-laboratories>

- If the chemical spill endangers people, pull the nearest fire alarm to initiate an evacuation and then call 911 (4-5555 on Harborview Medical Center phones). Stay available to meet emergency personnel.
- EH&S is available to consult on chemical spills and emergencies 24 hours a day, seven days a week. Call the EH&S chemical spill line at 206-543-0467 from 8:00 a.m. to 5:00 p.m. If the spill cleanup involves a risk of exposure or injury, EH&S can arrange for a hazardous material spill cleanup contractor at the lab's expense.
- For chemical exposure, use the eye wash or safety shower for 15 minutes. Remove contaminated clothing while under the safety shower to prevent the spread of chemical.
- If you want to speak with a medical professional after a spill, call the [Employee Health Center](#) at 206-685-1026 to set up an appointment. At Harborview Medical Center call 206-744-3081.

- Please also report any spills to the building manager Mike Young at 206-897-5011.

## FIRE SAFETY AND WARDENS

In case of a fire call 911. Fire pulls are located at various locations in the R&T and 3NJB. Do not use elevators in the event of a fire.

There are 3 types of testing conducted:

1. **Fire Alarm Drill:** Conducted annually.
2. **Confidence or fire horns and strobe testing:** Conducted quarterly.
3. **Generator test:** Conducted monthly. The electricity goes off temporarily in the early hours of the morning (before 6am) to test the stand by generators. The fire doors will close on all levels.



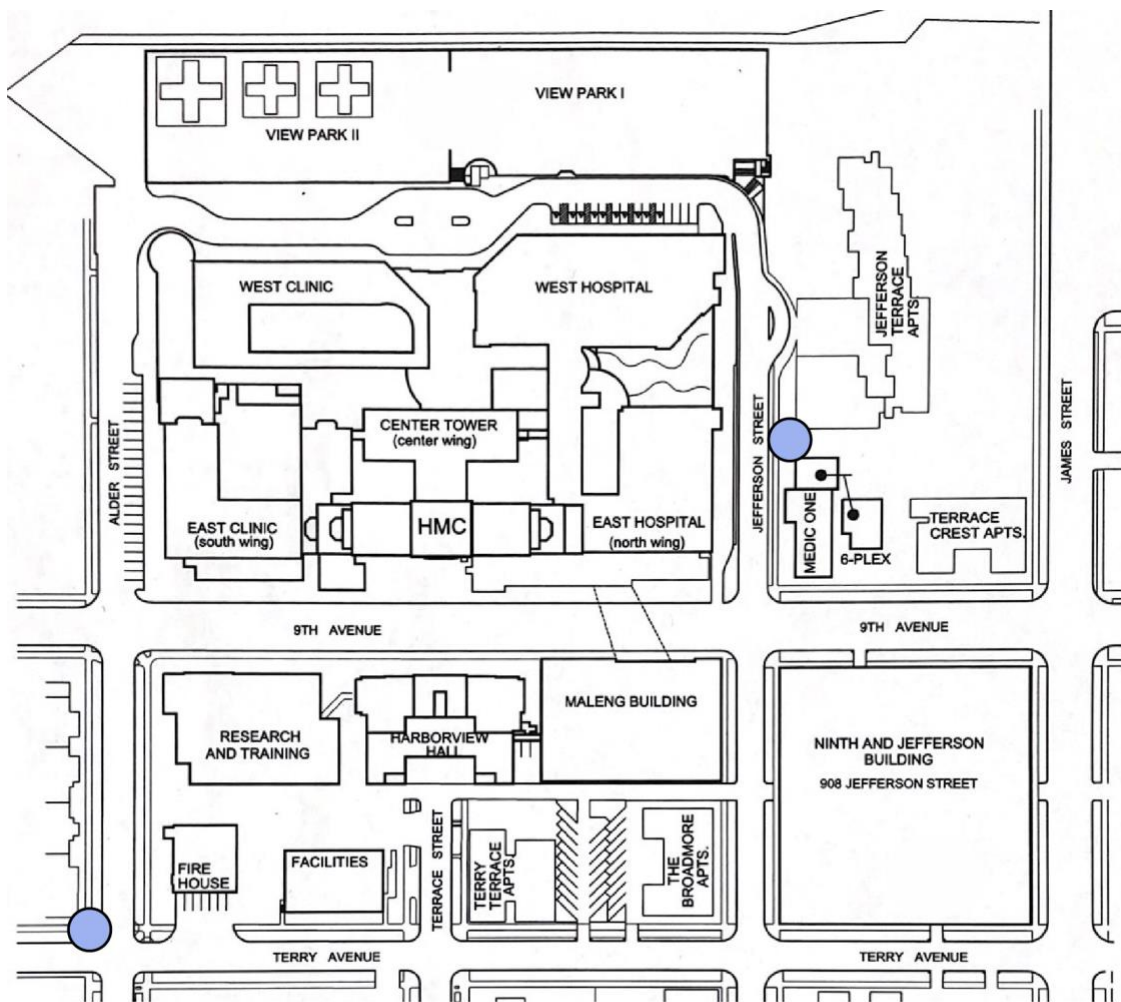
Fire Wardens are assigned to each floor of HMC R&T and 3NJB. For the current list of Fire Wardens contact Mike Young, myoung5@uw.edu.

Fire Wardens should take the following training class:

<https://www.ehs.washington.edu/training/evacuation-wardenbuilding-evacuation-training>

EMERGENCY WARDEN DUTIES include:

- Complete Emergency Warden training annually
- Lead staff through appropriate procedures during emergencies
- Become familiar with department-specific procedures, evacuation & disaster plans
- Donning orange vest during department emergencies to enable immediate recognition by staff and responders



- Assembly Area R&T - Junction of Terry and Alder
- Assembly Area 3NJB - Jefferson across from HMC Emergency Room

## DISASTER PREPAREDNESS

For information on Disaster Planning visit UW Emergency Management  
<https://www.washington.edu/uwem/immediate-emergency-assistance/>

As a reminder, Harborview Medical Center requires all staff on campus to display an HMC or UW photo ID and this is essential during a disaster.

# COMMUNICATION TECHNOLOGY

## TELECOMMUNICATION


### Telephones and Data Ports

- Full telephone and data protocols are provided by UW Technology.
- Phones will operate via Voice over Internet Protocol (VOIP) and are networked through any Ethernet outlet. <http://www.washington.edu/uwtech/services/>
- To request activation of additional telephone or data ports contact UW Technology at 206-221-5000 or [help@uw.edu](mailto:help@uw.edu); activation charges apply.

Moves, adds or changes: Moves, adds, and change requests for phone lines must be placed with UW-IT Customer Service. Please provide 7-10 days' notice of the anticipated date. Depending on the type of service and the location, the order would either be handled by an on-site visit from a technician or perhaps remotely through programming. Call 206-221-5000 or email [help@uw.edu](mailto:help@uw.edu) for assistance.

## HMC INTRANET AND AMC ACCOUNTS

The HMC Intranet can be accessed at: <https://hmc.uwmedicine.org/Pages/default.aspx>. The website includes general information, links to the meeting room [resource scheduler](#), as well as access to the weekly [HMC cafeteria](#) and [Maleng cafe](#) menus.

 School of Medicine (SOM) employees will need an AMC account for HMC Intranet access. To obtain UW Medicine AMC access for an employee, Departmental Managers must submit a request to: <https://services.uwmedicine.org/>. For AMC accounts established for HMC intranet access only, managers can select 'Non-clinical' access on the 'UW Medicine Account Activation Request Form'. For further assistance please contact: UW Medicine IT Services helpdesk at 206-543-7012 or via email at [mcsos@uw.edu](mailto:mcsos@uw.edu).

## WIRELESS NETWORKS

Wireless internet access is available for all staff across Harborview Medical Center: Select University of Washington from your WiFi networks and join using your UWNNetID and password. For UW policies on appropriate use of university information resources and computing technology, please visit: <https://itconnect.uw.edu/work/appropriate-use/>

## COMPUTERS AND SUPPORT

Computer support service is at the discretion of each faculty or staff member's home department. For system-wide problems (e.g., loss of internet), please contact [IT Connect](#) at [help@uw.edu](mailto:help@uw.edu) or call 206-543-5970.

Computer ports can be activated by IT Services (formerly MCIS). Contact IT Services Support Desk at 206-543-7012 to make your request. A technician will then be scheduled to activate your ports. You can contact the same number for any other desktop computer support services.

## TRANSPORTATION

### HMC PARKING GARAGES

Parking is available at the following locations:

- **View Park Garage**
- **Ninth & Jefferson Building Parking**
- **Patricia Bracelin Steel Building Parking**

For more information contact: HMC Parking & Commuter Services

<https://hmc.uwmedicine.org/BU/ParkingCommuterServices/Pages/default.aspx>

Phone: 206-744-3254 Email: [hmcpark@uw.edu](mailto:hmcpark@uw.edu), or visit

<https://www.uwmedicine.org/education/gme/residents-fellows/parking/harborview>

### BUSES METRO

Metro provides regular bus service to Harborview on several routes, including 3, 4, 60 and 205. Bus routes 303, 941 and 942 provide express bus service during peak hours. The 9 provides service along Broadway to the South End and stops at the Patricia Bracelin Steel Building. To find the best routes from your nearest bus stop, call Metro at 206-553-3000. You can also plan your trip with [Metro bus schedules online](#).

### UW/HMC/SLU SHUTTLE BUSES

The [Health Sciences Express](#) (HSE) provides free shuttle service between HMC, UW Medical Center, UWMC-Roosevelt and the UW Tower.


The [UW/Fred Hutch South Lake Union Shuttle](#) provides free shuttle service between Harborview, Fred Hutch and South Lake Union (850 Republican Street).

See the [Health Sciences Express schedule](#) for the most up to date information.

For Shuttle service lost and found, call 206-685-3146.

## BICYCLES, LOCKERS AND SHOWERS

Individual bicycle lockers are available on the West side of the R&T building with limited availability. A locked bicycle cage at HMC parking garage, and a locked bicycle room at NJB garage are also available.

 In compliance with the UW Administrative Code, bicycles are not allowed in the lobbies and upper floors of HMC, R&T or NJB buildings.

Showers are provided on the second-floor restrooms of the R&T. Users are responsible for the general security and cleanliness of this facility.

For more information or to request space in a locker, contact the Site Facilities Manager, Mike Young at 206-897-5011.

## FACILITY OPERATIONS

### FACILITY SERVICES

The UW School of Medicine at HMC site provides a Site Facilities Manager to meet the facility support needs of the site. The prime responsibility is to provide a safe, secure environment in which faculty and staff may accomplish work and to manage valuable facility resources in a safe and efficient manner.

**Michael Young**  
Assistant Facilities Operations Manager  
UW School of Medicine  
206-240-8591 cell  
206-897-5011 office  
[myoung5@uw.edu](mailto:myoung5@uw.edu)

### FACILITY HEATING AND COOLING

General facility heating and cooling thresholds are established and maintained by a building management system. This system monitors and commands heating and cooling needs within the facility to an optimum range, so the most efficient use of resources and delivery systems is maintained. In general:

- Office space heating and cooling parameters are preset
- Regulatory compliance for laboratory facilities will not allow operable windows in lab spaces.

If you have problems with temperature control on your floor contact:  
Mike Young ([myoung5@uw.edu](mailto:myoung5@uw.edu), 206-897-5011)

### AUTOCLAVES

General use autoclaves are available for researchers in the following locations:  
HMC R&T Floors 3-7 (320A,420A,520A,620A,720A) and B028  
3NJB Room 343.

In the event of a malfunction, contact Mike Young ([myoung5@uw.edu](mailto:myoung5@uw.edu), 206-897-5011)  
Mike will place a service call and alert all staff to the issue.  
If Mike is not available, please contact Lara Muffley ([muffley@uw.edu](mailto:muffley@uw.edu), 206-897-5344).

### DISHWASHERS

General use dishwashers are available for researchers in the following locations; 3NJB Room 343 and HMC R&T Floors 3-7 (320A,420A,520A,620A,720A) and B028. Dishwashing solution, acid wash and rock salt are the responsibility of each Department or user. (Note: Lancer Clean LCD-P, Lancer Acid LCA-A are available directly through Lancer or thorough distributors such as Fisher Scientific).

2 glass dryers are available in the R&T basement near the service elevator, room B028.

In the event of a malfunction, contact Mike Young ([myoung5@uw.edu](mailto:myoung5@uw.edu), 206-897-5011). Mike will place a service call and alert all staff to the issue.

## BACKUP POWER

A select number of power outlets (red faceplates) are provided for emergency operation of your equipment. In the event of a power outage, these trip over automatically to the backup generator circuits.

## LOADING DOCK OPERATION & DELIVERIES

The loading docks at R&T and NJB are located on the East side of the buildings (Terry Avenue).

- The R&T dock is staffed from 7:00 am to 3:30 pm Monday through Friday
- The NJB dock is staffed from 6:30 am to 3:00 pm Monday through Friday
- Stores and other supplies destined for laboratory or office delivery will be routed to the final destination by dock staff

For general information please contact the Receiving Dock Managers:

R&T  
Vanessa Keefer  
[vanesa@uw.edu](mailto:vanesa@uw.edu)  
Phone: 206-897-5016 or 206-897-5031

NJB  
Ed Hawkins  
[ehawkins@uw.edu](mailto:ehawkins@uw.edu)  
Phone: 206-897-4014

## MAIL & PACKAGE DELIVERY

The HMC campus is served by both US Postal Service and UW Campus mail systems.

 The United States Post Office only recognizes one address for all locations at Harborview Medical Center. All Harborview Campus staff are to format their mailing address as follows:

**Your Name**  
**HMC # 359XXX (Mailbox Number)**  
**325 9<sup>th</sup> Ave**  
**Seattle, WA. 98104-2499**

- US mail and campus mail are delivered to the Central Mailroom at HMC, which is located in the Main Hospital, HMC Central Tower, Room 1CT 110.
- Mail is sorted by box number and delivered daily by mail room staff to the R&T building to mail drop locations on each floor.
- For Laboratory Medicine staff at NJB, mail is delivered to the first floor of that building (Room SNJS11).
- Outgoing mail should be delivered to department or unit mail drop location or to the Central Mailroom (HMC Room 1CT 110)
- Please also see also “Facility Address” section at the beginning of this document.

Note: You may use the physical addresses for NJB and R&T for DHL and FedEx deliveries only. For questions, please contact: HMC Mailroom 206-744-5304.

### **Research & Training Building**

➤ Shipping Address: (For FedEx, DHL, etc.)

300 Ninth Ave, Research & Training Building, Seattle, WA 98104

➤ Mailing Address: (US Post Office)

325 Ninth Ave, Seattle, WA 98104

### **Ninth & Jefferson Building**

➤ Shipping address: (For FedEx, DHL, etc.)

908 Jefferson Street, Seattle, WA 98104

➤ Mailing Address: (US Post Office)

325 Ninth Ave, Seattle, WA 98104

Mailroom contact:

Kenn Arning  
Mailroom lead/supervisor  
HMC Room 1CT 110  
206-744-5304

## REQUESTING FACILITY SERVICES

All requests for facility services should be routed through the building manager, Mike Young.

Facility Services include:

Carpentry (i.e. cabinet repairs, installation of shelving)

Electrical (i.e. light bulb replacements, damaged outlet)

Plumbing (i.e. backed up sink, stained ceiling tile, active leak)

HVAC (i.e. Room Temperature adjustments)

Move (i.e. relocation of heavy item to new location)

Email your request to Mike Young at [myoung5@uw.edu](mailto:myoung5@uw.edu).

Mike will submit a request through the automated HMC [work order system](#) designating the appropriate budget # for the service.

## HMC ENGINEERING

To contact HMC Engineering, phone HMC Engineering Dispatch 206-744-3191.

If after hours, call the hospital operator (206-744-3000) to request that the “on duty engineer” to assist you.


Kevin Cronin (K.C)  
Harborview Medical Center  
HMC Engineering Operations Manager  
325 9th Ave, Box 359794  
Seattle, WA 98104  
Cell: 206-399-2590  
[cronik2@uw.edu](mailto:cronik2@uw.edu)

## FREEZER LOCATION AND MONITORING AND REPAIRS

In addition to freezer locations within labs, SOM freezer farms are located at various locations at the HMC campus and at SLU. The freezer farms have limited space/capacity.

To request a space in one of the freezer farms:

- Contact the Associate Dean, [nicoleg@uw.edu](mailto:nicoleg@uw.edu) or the Site Facilities Manager, [myoung5@uw.edu](mailto:myoung5@uw.edu). Requests are vetted through a SOM Freezer Farm Oversight Committee.
- Contact [UW Transportation Services](#) if moving services are required. Within HMC, [workorders](#) can be submitted to HMC engineering. A budget number is required.
- Requests for Temptrak alarm installation, activation/deactivation should be forwarded to the Site Facilities Manager, Mike Young.

 All freezers are required to have emergency contacts listed on their doors. Use the form below which is available as a word document. This document is available on our website: <https://depts.washington.edu/hmcr/resources/>

**FREEZER NAME:** \_\_\_\_\_

**LAB GROUP:** \_\_\_\_\_

**TEMP. RANGE:** \_\_\_\_\_

**EMERGENCY CONTACT LIST: BUSINESS HOURS**

NAME	ROLE scientist, lab mgr, admin	PHONE NUMBER

**EMERGENCY CONTACT LIST: EVENINGS, WEEKENDS, HOLIDAYS**

NAME	Home Phone	Cell Phone

FREEZER REPAIR SERVICE PROVIDERS INCLUDE (but are not limited to):

UW Scientific Instruments  
<http://depts.washington.edu/hsasf/scientific-instruments/>  
 Didier Gottofrey [dgottofr@uw.edu](mailto:dgottofr@uw.edu)

Precision Mechanical 877-568-0205

[service@precision-mechanical.com](mailto:service@precision-mechanical.com)

Spectrum Services 888-406-0106  
[service@spectrumlabservices.com](mailto:service@spectrumlabservices.com)

## JANITORIAL SERVICES

Environmental Services ([EVS](#)) provides janitorial services to R&T and 3NJB.  
To request janitorial services, contact building manager Mike Young to place a work order.

### EVS Contacts:

Julianna Toombs  
Environmental Services (EVS)  
Manager of Program Operations  
[toombj@uw.edu](mailto:toombj@uw.edu)  
206-744-7752 (or 206-744-3131 dispatch)

Brenda Nissley  
Environmental Services (EVS)  
Environmental Sustainability & Waste Manager  
[bnissley@uw.edu](mailto:bnissley@uw.edu)  
206-744-7768

Hahji Ruffin  
Environmental Services (EVS)  
Operations Manager  
[hahjir@uw.edu](mailto:hahjir@uw.edu)  
206-454-9174 or 206-744-7763

Jeff Dale  
Environmental Services (EVS)  
Director of Housekeeping  
[jdd9@uw.edu](mailto:jdd9@uw.edu)

## SOLID WASTE DISPOSAL

HMC conforms to the Seattle Public Utilities guidelines for waste collection.

- Trash – Wastebaskets are emptied nightly
- Recycling – Boxes are available in all work areas for collecting comingled recycling (clean paper, plastic and glass); collected daily
- Compost – Containers are located in all café and break areas. All containers are emptied nightly.

Please assist us in being good stewards of the environment by making sure that materials are disposed of in the proper containers. Brief videos describing what goes where are available on the Seattle Public Utilities' [How to Recycle](#) website.

## BATTERY DISPOSAL

There are two collection stations for battery recycling. One plastic bin is located on the second floor of the R&T in the stock room adjacent to the loading dock, and the other is found in the mail room of NJB (SNJS11). Routine Hazardous waste collection requests are submitted by facilities managers when buckets are  $\frac{3}{4}$  full. For more information on battery recycling please contact site facilities manager Mike Young or EH&S technologist, Darin Waller at 206-543-7970.

## PRINTER CARTRIDGE RECYCLING

NJB procedure: bring used print cartridges down to the NJB main mail room (SNJS11) by the loading dock.

R&T procedure: place used print cartridges adjacent to the green recycling bins.

## CONFIDENTIAL DOCUMENT SHREDDING

Document shredding services are provided (via Shred-it) at HMC on each floor of the R&T as well as the 3NJB.

## CONFIDENTIAL INFORMATION

**Confidential information as defined by UW Medicine security policy:**

Confidential information includes but is not limited to, personally identifiable information, protected health information, workforce records, student records, social security numbers, legally protected University records, research data, passwords, intellectual property.

**Place ONLY confidential information that needs to be destroyed into the Shred-It locked consoles.**

Items that can be placed into the Shred-It locked consoles:

- Paper confidential documents
- Leftover patient labels
- Patient ID wrist bands
- Plastic bags with patient labels
- CDs, DVDs, floppy disks with PHI



**DO NOT place recyclable non-confidential items into the Shred-It locked consoles!** Empty tissue boxes, soda bottles, paper cups, napkins, newspapers, etc. should be placed into the **green recycling containers**.

**Call Security at 744-3193 to retrieve items placed into console by mistake.**

If something is placed into a locked console by mistake, please call Security at 206-744-3193 and they will send someone to unlock the console. If the locked console is full and needs to be emptied before the weekly service, please call Environmental Services at 206-744-3131 and they will send someone to assist. In the event of a move or when purging a high volume of documents, a large Shred-It console can be requested on a temporary basis and switched out as needed.

For more information or to request a bin, please contact:

Brenda Nissley  
Environmental Sustainability & Waste Manager  
bnissley@uw.edu  
206-744-7768

## SURPLUS

Unneeded or unusable items are surplus through UW Surplus. This may include items such as broken centrifuges, old incubators as well as office chairs. By law, all unwanted University property must be surplus, regardless of condition. Some items may need to follow [special procedures](#) before they can come to UW Surplus. For more information and guidance visit: <https://facilities.uw.edu/catalog/surplus> or phone 206-685-1573.

On rare occasion, surplus pickups are organized by the Site facilities Manager. Notifications are sent out ahead of time and participating labs/units are requested to

submit itemized lists of equipment to be surplus. On the day of the run, equipment is brought to the loading dock. Due to space constraints, storage is not offered. For more information please contact Mike Young.

## RESOURCE SCHEDULING (AUDITORIUM, CONFERENCE ROOMS & A/V EQUIPMENT)

There are small conference rooms available to School of Medicine (SOM) researchers in both the R&T and 3NJB: R&T Floors 3-7<sup>th</sup> (Rooms 701, 601, 501, 401, and 301), NJB 3<sup>rd</sup> Floor (3NJB) Room 310.

Sign-up sheets are on the door of each of these spaces.

There are also HMC conference room spaces which researchers can reserve. HMC uses an online resource scheduling system, Resource Scheduler. An AMC account is required to access the online scheduler.

For the reservation of conference and seminar rooms, auditoria and audiovisual support items, simply follow the link below

<http://harborview.resourcescheduler.net/resourcescheduler/>

Enter your UW email address, and press LOGIN.

No password is required.

The image shows a web form for the UW Medicine Harborview Medical Center Resource Scheduler. At the top, the text "UW Medicine" is displayed in a large serif font, followed by "HARBORVIEW MEDICAL CENTER" in a smaller, all-caps serif font. Below this, the title "Resource Scheduler" is shown in a bold sans-serif font. There are two input fields: the first is labeled "Enter login or email" and the second is labeled "Enter password". Below the password field is a link that says "Forgot Password?". At the bottom of the form is a blue button with the word "LOGIN" in white capital letters.

For more information or if you need assistance, please contact:

Nelida Deang  
Program Coordinator

Room Reservations/ Hospitality  
[hmcmeets@uw.edu](mailto:hmcmeets@uw.edu)  
206-744-6338

for A/V support please contact: Media Center Staff located in R&T Room 116

Bruce Hunt  
Desk Phone 206-897-5052  
Pager 206-416-0159

Jason Laurvick  
Desk Phone 206-897-5032  
Pager 206-540-5343

## FACILITY AMENITIES

### FOOD SERVICE

HMC provides faculty, staff and visitors with a full-service cafeteria in the basement of the main hospital. Food service is also offered at the 1<sup>st</sup> floor of the Maleng Building.

For more information, visit:

<https://hmc.uwmedicine.org/BU/Cafeteria/Pages/default.aspx>

Current Menus can be found at the links below:

<https://hmc.uwmedicine.org/BU/Hospitality/Pages/CafeteriaMenu.aspx>

<https://hmc.uwmedicine.org/BU/Cafeteria/Pages/CafemalengSoupMenu.aspx>

### CATERING SERVICES

Catering services for seminars and special events are provided at HMC.

For more information and to request a catered event please contact:

Jennifer Edwards  
Catering Supervisor  
Harborview Hospitality, Box 359790  
325 Ninth Avenue  
Seattle, WA 98104-2499  
Tel: 206-744-5070  
e-mail: [caterhmc@uw.edu](mailto:caterhmc@uw.edu)

### VENDING AREAS

Food vending machines are available in various break areas throughout the site.

Vending machines are available in the R&T (Room 101 near the lobby)

as well as NJB ground floor by the Elevators.

### LACTATION ROOMS

There are three Lactation Rooms available to staff at HMC

- 1) R&T room 430
- 2) Maleng Building (8<sup>th</sup> Floor skybridge) Room 891
- 3) HMC East Clinic (7<sup>th</sup> Floor) Room 01

Sign-up sheets for Maleng and the East Clinic locations are on each door.

For the most up to date information and the current door codes for Maleng and the East Clinic rooms, please contact Employee Health at 206-744-3081.



# GUIDANCE FOR RESEARCHERS

## SAFE LABORATORY PRACTICE

All UW researchers must comply with federal, state and local regulations.

Environmental Health and Safety (EH&S) has a guide for Principal Investigators.

<https://www.ehs.washington.edu/resource/ehs-guide-principal-investigators-633>

This guide outlines your health and safety responsibilities as a PI and provides links to related resources. It lists related requirements for grant proposals, purchases and similar actions and outlines how to plan for emergencies and disasters. As a PI, you are responsible for the workplace safety of everyone who works in your laboratory and for the requirements outlined in this guide

NIH Investigator responsibilities:

<https://www.ehs.washington.edu/resource/nih-investigator-responsibilities-701>

Biological Safety

<https://www.ehs.washington.edu/biological-safety>

Chemical Safety

<https://www.ehs.washington.edu/chemical-safety>

Radiation Safety

<https://www.ehs.washington.edu/radiation-safety>

## ENVIRONMENTAL HEALTH AND SAFETY (EH&S)

The UW Office of [Environmental Health and Safety](#) is the department responsible for addressing environmental issues in order to provide a safe work place at UW sites and is the responsible entity for regulatory compliance in laboratory operations.

All research labs at the UW and here at HMC must follow EHS guidelines.

<https://www.ehs.washington.edu/research-lab-safety>

EHS conducts annual surveys for each lab here at HMC R&T and 3NJB.

For more information visit:

<https://www.ehs.washington.edu/research-lab/laboratory-safety-surveys>

Chemical Safety information and guidance

<https://www.ehs.washington.edu/chemical-safety>

A Biological Use Authorization (BUA) is required for any biological specimen work

<https://www.ehs.washington.edu/resource/biological-use-authorization-bua-application-6>

UW Biosafety Manual

<https://www.ehs.washington.edu/resource/biosafety-manual-4>

A Radiation Use Authorization (RUA) is required for radioactive material use.

<https://ehs.washington.edu/radiation/radiation-use-authorization-rua>

UW Lab Safety Manual

<http://www.ehs.washington.edu/resource/laboratory-safety-manual-510>

EHS general phone line and email address:

206-543-7262, [ehsdept@uw.edu](mailto:ehsdept@uw.edu).

## EH&S TRAINING

EH&S provides health and safety training courses that meet regulatory and policy requirements and support a culture of safety for the University of Washington.

For more information visit: <https://www.ehs.washington.edu/training>

Classes include: Bloodborne Pathogens (BBP) for Researchers, Managing Laboratory Chemicals, Compressed Gas Safety, and Fume Hood Training.

Training Records – check training records for yourself or for your staff members

<https://training.ehs.washington.edu/mytraining/index.php>

<https://myresearch.washington.edu/training/transcript/>

## CHEMICAL AND FLAMMABLE STORAGE

Chemical storage space is available in each laboratory. Large rooms specifically designated for chemical and flammable storage can be also found on floors 3-7 of the R&T (North east side of the building). These rooms are shared spaces. Please do not use these rooms for miscellaneous lab supply storage. EH&S requires that all labs keep an up to date chemical inventory on [MyChem](#), which includes shared spaces. Please note, that the flammable storage room on 4<sup>th</sup> floor of the R&T was converted to a lactation room.

## VIVARIUM

HMC R&T is equipped with a Vivarium and special training and permissions are required for access. Please visit the Animal Use and Training website

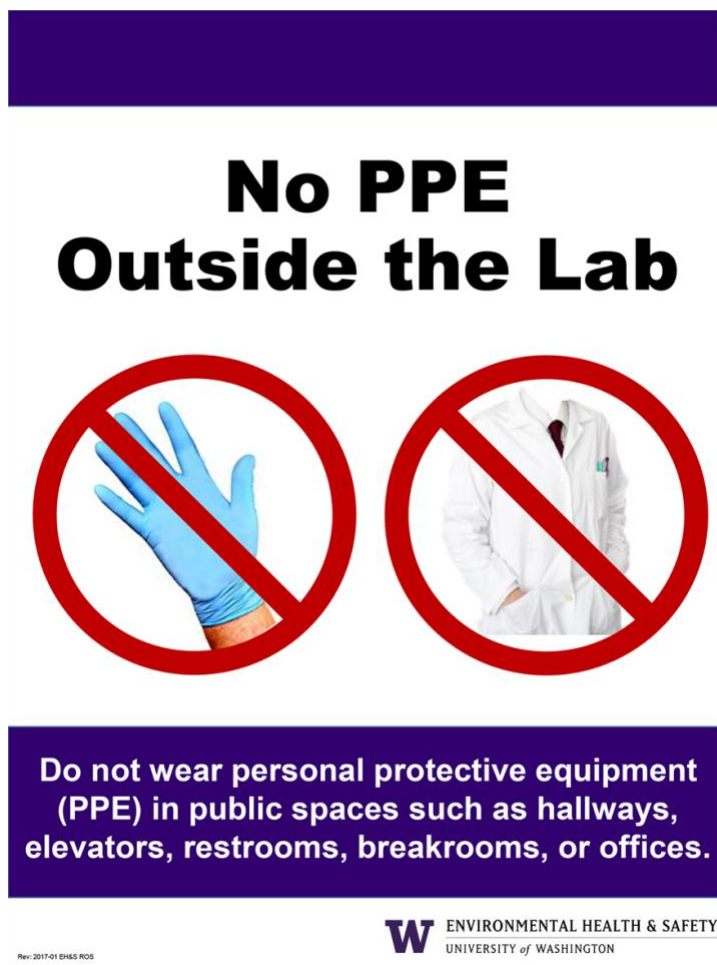
<https://depts.washington.edu/auts/requirements.html>

or email [auts@uw.edu](mailto:auts@uw.edu) for more information.

## COMMON SPACES

Please keep common spaces free of clutter. Hallways and central laboratory areas are not designated to specific laboratories. As such, researchers on each floor are responsible for maintenance and organization of these spaces, including assuring that they meet EH&S safety guidelines.

Personal protective equipment (PPE) such as gloves and lab coats are essential for working with biological and chemical reagents. Please do not wear PPE in common spaces.



👉 Researchers are reminded that at least one hand must be glove-free when navigating the public spaces. Please apply the *one glove* rule when transporting items outside of lab areas.

## BIOLOGICAL SAFETY CABINETS AND FUME HOODS

There are Biological Safety Cabinets (BSCs) installed in R&T and 3NJB.

<http://www.ehs.washington.edu/biological/biological-safety-cabinets>

The cabinets will need to have an annual Certification from EHS.

The cost for the certification is around \$300 and labs must provide a Departmental budget #.

For more information and to schedule a certification contact:

Jeffery N. Forister  
Environmental Control Technician III  
Department of Environmental Health and Safety  
Work 206-616-5529 / Cell 206-617-5942

If your safety cabinet has had a mechanical failure, contact Mike Young ([myoung5@uw.edu](mailto:myoung5@uw.edu)).

Fume Hoods are also installed in R&T and 3NJB.

<https://www.ehs.washington.edu/chemical/fume-hoods-use-inspection-and-maintenance>

EH&S performs a functional performance test to assure hoods perform as required about every 18 months.

## REVERSE OSMOSIS – DEIONIZED (RO-DI) WATER

DI water is provided at outlets in the lab areas. For more information on RO-DI water quality and delivery systems contact building manager Mike Young ([myoung5@uw.edu](mailto:myoung5@uw.edu)).

## GAS DELIVERY

Gases commonly used in tissue culture and general lab settings are available. Air, gas, and vacuum are supplied through the buildings at bench top turrets.

Oxygen, CO<sub>2</sub> and other specialty gases are purchased as needed by labs through [UW Purchasing/ARIBA](#). Praxair and Airgas are vendors. Tanks are delivered to the R&T loading dock or directly to labs at NJB. The loading dock is used for the temporary storage of tanks, please retrieve your tank for relocation to your lab when possible. The UW [compressed gas safety class](#) is recommended for personnel who work with compressed gas.

Liquid nitrogen can be ordered through Praxair or Airgas.

## DRY ICE

Dry ice is available to researchers. A limited common supply is accessible at all times in R&T room 208C. This supply is a shared resource among multiple users. Please respect the need for other laboratories to utilize this shared resource

If you require extra dry ice for a project, or for shipping samples please order directly from Praxair. This does require an account, but the process is simple and quick – but needs advanced planning. To set up an account with Praxair, email the following information to [Irma.Baca@Praxair.com](mailto:Irma.Baca@Praxair.com) (cc: [uw\\_orders@Praxair.com](mailto:uw_orders@Praxair.com)):

Request: NEW ACCOUNT SET UP

Department Name:  
Building Name:  
Room Number:  
Physical Street Address:  
Contact Name:  
Contact Phone:

#### Contact Email:

They will usually set up your account within 48 hours. You can then place orders for dry ice directly with Praxair on [Ariba/Procurement Services](#). You can specify on the order the budget # to be charged and the specific delivery address. This way you can ensure enough dry ice for your specific project and/or shipping needs.

## WET ICE

Ice machines are available on Floors 3-7 on the North east side of R&T and in the hallway of 3NJB. Please contact Mike Young if there is a malfunction.

## LAB WASTE DISPOSAL

All waste streams are organized in compliance with EH&S requirements.

- Garbage is collected and disposed of through normal waste stream channels on a nightly basis.
- Uncontaminated, broken lab glassware is boxed and labeled and then disposed of through the general waste stream; it may be left in the hallway, to be picked up by housekeeping staff.
- Hazardous materials are stored in the designated quantities and containers per EH&S and Seattle Fire Department (SFD) guidelines. Each lab is responsible for proper Hazardous waste disposal by submitting a Hazardous waste collection request. Note that there is no charge for waste collection except for unknowns and unstable peroxide formers. More info is available on the EH&S web site at:  
<https://www.ehs.washington.edu/chemical/hazardous-chemical-waste-disposal>
- Biohazard waste disposal instructions are included in the **Harborview Research and Training Building Biohazardous Waste Flow Chart**, downloadable from the [EH&S website](#).

## LAUNDRY SERVICES

Lab coat laundry is available through Hospital Central Services Association (HCSA) which provides linen services to UW and HMC. Per item charges are billed directly to lab budgets, using laundry tickets. The laundry office is located in the basement of HMC near the cafeteria, room BCT-58. Place dirty laundry in the lime green bags (provided by HCSA) with the laundry ticket (White and Yellow Copy). The laundry drop-off location/chute is located in the corridor near BCT-58.

For more information please contact:

Josie Merveus  
Program Support Supervisor  
Linen Services I Environmental Services  
Direct: 206-744-3030  
Cell: 206-491-6724  
Fax: 206-744-3781  
Email: [jmerveus@uw.edu](mailto:jmerveus@uw.edu)

Jeff Dale  
Director of Environmental Services & Linen  
[jdd9@uw.edu](mailto:jdd9@uw.edu)

Diane Langdon  
Customer Service Manager  
Hospital Central Services Association (HCSA)  
Direct: (253)-804-5303  
Email: [diane.langdon@hcsalaundry.com](mailto:diane.langdon@hcsalaundry.com)

# EQUIPMENT

## FURNITURE & EQUIPMENT MAINTENANCE & REPAIR

Maintenance, repair and replacement of laboratory specific furnishings and equipment are the responsibility of the Department. Due to the technical requirements of much of the research equipment in use at HMC, equipment maintenance and repair is handled through various means such as the purchase of individual maintenance contracts, or other means, at the discretion of the lab owner.

UW [Scientific Instruments](#) offers some services as do outside vendors and service providers. Be aware that their costs include transit time to and from HMC.

## SHARED EQUIPMENT


The UW School of Medicine provides access to shared spaces and equipment for researchers. A current list of shared equipment can be found on the website at <https://depts.washington.edu/hmcrt/shared-equipment/>

Shared resources and equipment at HMC:

- AUTOCLAVES (R&T Floors 3-7, 3NJB343)
- - 80 FREEZER (Mother Earth, 2nd Floor R&T) \*
- BIOLOGICAL SAFETY CABINETS (various locations)
- CENTRIFUGE (Beckman Coulter-Optima Ultracentrifuge/R&T 328) \*
- CENTRIFUGE (RC-6+Single Phase, High Speed/NJB, 3rd floor, COR7) \*
- CENTRIFUGE (Sorvall WX 80 Ultra/NJB, 3rd floor, COR7) \*
- CONFOCAL MICROSCOPE (LSM 410, Zeiss Confocal /HMC R&T B014) \*
- DEIONIZED WATER (site wide)
- DARKROOM (3<sup>rd</sup> Floor R&T)
- DRY ICE (Vendor: Praxair/R&T Stock Room 208C)
- FUME HOODS (Various locations)
- GAMMA/ SCINTILLATION COUNTER (R&T 528)
- GLASS DRYER (R&T Basement B028)
- GLASS WASHERS (R&T Basement B028, R&T Floors 3-7, 3NJB343)
- NEAR INFRARED IMAGING MACHINE (LI-CORE Odyssey CLX/3NJB)
- PCR (ABI Real-Time PCR, VIIA7 and 7900 HT/ R&T 510) \*
- PHOSPHOIMAGER (R&T 311)
- WATER FILTRATION STATION (Evoqua-One/3NJB343)

(\*) Sign-up sheets are required.

Contact Lara Muffley for more information on access and training requirements.  
For a list of informally shared equipment please also contact Lara Muffley.

 Maintenance costs and repairs for shared equipment is divided among the principal users and the Associate Dean for Research. The costs of the preventative maintenance contracts are divided according to usage.

For a listing of off-site equipment, facilities, and services available to our greater UW research community: <https://www.washington.edu/research/shared-research-facilities-resources/>