

**Advisory 21.1 Occupational Health & Safety Guidelines
On Minors In Potentially Hazardous Locations
Other Than Laboratories**

Persons under 18 years of age are not allowed in potentially hazardous locations (shops, utility plants) at the University of Cincinnati where hazardous substances, e.g., chemicals, or physical hazards, e.g., very hot or cold temperatures, rotating machinery, shop equipment, high noise levels, etc. are present except under the following circumstances:

1. The minor:
 - Is employed by the University in accordance with all applicable policies or has been formally accepted as a volunteer; and
 - Has been trained in site specific safety procedures*; and
 - Has adult supervision -or-
2. The minor is enrolled in a University class with a hazardous workplace component and the class includes training in site specific safety procedures *; -or-
3. The minor:
 - Is participating in a University-sponsored program; and
 - Has been trained in site specific safety procedures *; and
 - Has adult supervision; and
 - Has all of the forms below on file including the Parental Permission and Release of Liability Claim signed by a parent or legal guardian on file with the host department and Environmental Health and Safety.
4. If radiation generating equipment or radioactive materials are used at the worksite, contact the Radiation Safety Office, 558-4110, for information on training and other requirements.

*Training should include:

- ◆ OSHA Hazard Communication ◆ Emergency Preparedness
- ◆ Accident / Injury Reporting ◆ Bloodborne Pathogens
- ◆ Site specific equipment operation and physical hazards

*Under **no** circumstances shall infants, toddlers, or children too young to understand safety training be permitted in potentially hazardous University of Cincinnati non-laboratory locations. Persons responsible for potentially hazardous non-laboratory locations and adult supervisors should be familiar with the requirements of the University's Protection of Minors on Campus policy 16.19.*

Acknowledgement of Potentially Hazardous Non- Laboratory Area Responsibilities

(This form is to be completed by the person responsible for the hazardous non-laboratory area.)

Name of Minor Participant: _____

- I, _____ certify that all participants, including employees, students, volunteers, and visitors, will be informed of the hazards associated with their project(s), and will be trained in worksite specific safety practices. I further certify that the minor named above has been trained in the University of Cincinnati Occupational Health and Safety Guideline on Minors in Potentially Hazardous Locations Other than Laboratories and will be supervised pursuant to the University's Protection of Minors on Campus Policy 16.19, by an adult familiar with the activities underway in this potentially hazardous location.
- Name and Contact Information for Adult Supervisor:
- Signed: _____ Date: _____

(Person Responsible for Potentially Hazardous area)

The completed form is to be retained by the administrative office responsible for the potentially hazardous non-laboratory area. Send a copy of the completed and signed form to Environmental Health & Safety, ML 0218.

**University of Cincinnati
Certification of Training of Minor**

This document is to be completed by the person responsible for potentially hazardous non-laboratory area.

I, _____ (print name), certify that the minor named below has been trained in the safe work practices described in the University of Cincinnati Occupational Health and Safety Guideline on Minors in Potentially Hazardous Locations Other than Laboratories and will be supervised by an adult familiar with the activities underway in this potentially hazardous area.

Signature

Date

Telephone #

Name of minor participating in program

Department where program will be held

Location where program will be held

Date of Training

The completed form is to be retained by the administrative office responsible for the potentially hazardous non-laboratory area. Send a copy of the completed and signed form to Environmental Health & Safety, ML 0218.

University of Cincinnati

Parental Permission and Release of Liability

To be completed by a parent or legal guardian of any minor before the minor is allowed to participate in any University of Cincinnati-sponsored observational or experiential program being held in a potentially hazardous University of Cincinnati non-laboratory location.

Persons under the age of 18 are not allowed in University of Cincinnati laboratories where hazardous substances (including, but not limited to, those that are chemical or biological in nature) or physical hazards (including, but not limited to, very hot or cold temperatures, laser light, or non-ionizing radiation) are present, unless and until the parent or legal guardian of the minor has consented to the minor's participation in the observational or experiential program.

By signing this document, I, _____, a print parent/legal guardian (name), parent/legal guardian of _____ (print name of minor child/legal ward), age _____ (print age of minor), give my consent for my child or ward to participate in an observational or experiential learning program at the University of Cincinnati.

I acknowledge my understanding that, by participating in an observational or experiential program held within a University of Cincinnati potentially hazardous non-laboratory area, my child or legal ward possibly faces risks commonly associated with working in a potentially hazardous location, such as studying or learning in areas where hazardous substances (including, but not limited to, those that are chemical or biological in nature) or physical hazards (including, but not limited to, very hot or cold temperatures, rotating machinery, shop equipment) are present.

In consideration for my child's or legal ward's participation in the above stated observational or experiential learning program, **I HEREBY RELEASE, WAIVE, DISCHARGE, COVENANT NOT TO SUE** the State of Ohio, the University of Cincinnati and any department thereof, the University of Cincinnati's Board of Trustees and its members, and the University of Cincinnati's officers, employees, and agents for liability from any and all claims including the negligence, of its officers, employees and agents, resulting in personal injury, accidents or illnesses (including death), and property loss arising from, but not limited to, my child or legal ward's participation in the observational or experiential learning program.

I agree to **HOLD HARMLESS AND INDEMNIFY** the State of Ohio, the University of Cincinnati and any department thereof, the University of Cincinnati's Board of Trustees and its members, and the University of Cincinnati's officers, employees, and agents from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities, including attorney's fees brought by any individual, including my child or ward, as a result of my child or legal ward's participation in the observational or experiential learning program.

I further agree to be financially responsible for any damages to University of Cincinnati property or equipment caused by my child or legal ward's participation in this experiential program. Finally, I understand that in order to begin and continue to remain in the experiential or observational program, my child or legal ward must act appropriately at all times, must follow all instructions, University of Cincinnati rules and regulations, and all safety precautions conveyed to him or her and must use all safety and protective equipment provided to him or her for use while in any University of Cincinnati location. If my child or legal ward fails to abide by any of the above, the University of Cincinnati reserves the right to discontinue his or her participation in the program.

I acknowledge I have received all information necessary for me to understand the type of work being performed in the potentially hazardous non-laboratory location within which my child's or legal ward's program will be held as well as the specific types of hazardous substances or physical hazards that my child or legal ward might be exposed to while engaged in the program.

Signed: _____ Date: _____
(Parent/legal guardian)

The completed form is to be retained by the administrative office responsible for the potentially hazardous non-laboratory area. Send a copy of the completed and signed form to Environmental Health & Safety, ML 0218.

University of Cincinnati
AUTHORIZATION TO PROVIDE MEDICAL TREATMENT TO A MINOR

Name of Program:

As a student, parent or guardian I understand that the information requested on this form is intended to help inform program staff of any pre-existing medical conditions. If Participant has a pre-existing medical condition, participation in any strenuous activities or recreational time may not be recommended. ***This information will be kept in strict confidence and will only be shared with your permission.*** The University of Cincinnati requests the information below so that, in case of emergency, we will have accurate information so that we can provide and/or seek appropriate treatment for Participant. You are accountable for providing an accurate medical history. **Final determination about whether to participate is the responsibility of you and your physician.** If Participant has any medical issue that is not requested below, but which you think is important, please include that information. It is recommended that you consult with a physician prior to participating in this Program. If you are uncertain about any preexisting medical conditions, it is your responsibility to consult with your own physician prior to participating in this Program. Please answer all of the questions. If you answer yes to any of the following questions, please explain as indicated. Use back and/or additional paper if needed.

I understand that the University of Cincinnati does not offer any form of insurance for participant while participating in Program.

PART 1. GENERAL INFORMATION

Participant Name _____ (hereafter "Participant")

Parent/Legal Guardian Name (if applicable) _____

Street Address _____ City _____ State _____ Zip _____

Home Phone _____ Work Phone _____

Date of Birth / / Gender M ___ F ___

Please list two emergency contacts:

Emergency Contact #1 Name	Home Phone #	Work Phone #	Cell Phone #	Relation
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Emergency Contact #2 Name	Home Phone #	Work Phone #	Cell Phone #	Relation
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PART 2. MEDICAL INFORMATION

It is recommended that Participant consult with your physician prior to participating in this Program. If you are uncertain about any preexisting medical conditions, *it is your responsibility to consult with your own physician* prior to participating in this Program. Please answer all of the questions. If you answer yes to any of the following questions, please explain as indicated. Use back and/or additional paper if needed.

Physician's Name _____ Phone Number _____

Date of most recent tetanus toxoid immunization:

Do you have health/accident insurance? YES NO

If yes, please indicate policy number, name and address of insurance company.

Company Name / Address _____ Policy # _____

PLEASE ENCLOSE A COPY OF THE FRONT AND BACK OF YOUR INSURANCE CARD WITH THIS FORM

For the following, circle appropriate response and explain as appropriate:

Does participant have any limiting medical conditions that you or your doctor feel would limit camp participation?

Yes No If yes, identify and explain:

Is participant currently taking medication that may interfere with ability to safely participate in Program?

Yes No If yes, please indicate the medication and the condition being treated:

Does participant have a history of allergies or reactions to medications, insect stings, or plants?

Yes No

Does participant have a history of, or currently suffer from, medical condition(s) with which we need to be aware?

Yes No If yes, please explain:

PART 3: AUTHORIZATION FOR MEDICAL CARE

In cases where medical attention is necessary, parents will be contacted for approval when possible. However, before medical treatment can be provided, we are required to have a medical release signed by

the parent/guardian. The hospital will not perform services unless this form is presented at the time of treatment.

I give permission to the staff to arrange necessary related transportation for the Participant. In the event I cannot be reached in an emergency, I hereby give permission to the physician and dentist named above to administer treatment, including hospitalization at _____ (named hospital) or any hospital reasonably accessible, for the Participant named below.

Participant has my permission to receive medical attention in the event of illness or medical emergency while participating in this Program. I will assume the financial responsibility for any cost of health care for my child that may occur during this Program.

As a participant, parent, or guardian I understand and acknowledge that my failure to disclose relevant information may result in harm to Participant and/or others during this Program. By signing my name, I represent and warrant that I have provided all materials and important information to the University of Cincinnati pertaining to my Participant's medical, mental and physical condition and that it is accurate and complete. I agree to notify the University of any changes in my mental, physical or medical condition prior Participant's scheduled Program.

By revealing or disclosing the above medical information it will not be used by University of Cincinnati personnel or employees to determine Participant's ability to participate safely in activities. I understand that, if Participant chooses to participate in activities, he/she do so voluntarily and of his/her own accord and the final decision regarding participation is solely the responsibility of myself and Participant.

Participant Name _____ Participant Signature _____ Date:

Parent/Guardian Name _____

Parent/Guardian Signature _____ Date:

THIS AUTHORIZATION MUST BE SIGNED BY A PARENT OR GUARDIAN BEFORE A MINOR CAN PARTICIPATE IN THE PROGRAM.

The completed form is to be retained by the administrative office responsible for the potentially hazardous non-laboratory area. Send a copy of the completed and signed form to Environmental Health & Safety, ML 0218.