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| Name of Policy: Formaldehyde Policy Number: 3364-107-404 Approving Officer: Medical Director, Clinical Pathology Responsible Agent: Director, Clinical Pathology Administrative Director, Lab Scope: Pathology Laboratory University of Toledo Medical Center | |  Effective date: 01/04/2025 Original effective date: 02/09/1995 | |
| Key words: Formaldehyde, Occupational Safety and Health (OSHA) guidelines, regulated areas, protective equipment, exposure measurement. | | | |
| <input type="checkbox"/> | New policy proposal | <input type="checkbox"/> | Minor/technical revision of existing policy |
| <input type="checkbox"/> | Major revision of existing policy | <input checked="" type="checkbox"/> | Reaffirmation of existing policy |

(A) Policy statement

Formaldehyde shall be handled with caution, according to Occupational Safety and Health (OSHA) guidelines.

(B) Purpose of policy

To provide a safe environment for staff and to monitor formaldehyde usage for compliance to regulations.

(C) Procedure

Regulated Areas

1. Areas in which employees may be exposed to concentrations excess of the Short-Term Exposure Limit (STEL) of 2 ppm in 15 minutes or 0.50 ppm Total Weight Average (TWA) per 8-hour day will be tested yearly.

It has been established that certain operations in the morgue may generate an airborne concentration of formaldehyde which could exceed the STEL or the TWA.

2. Respirator Usage

Respirator usage may be required when spills occur. The respirators provided for this are located in the Formaldehyde Spill Kit. There is a kit in Histology HSC room 0131 and Morgue (Surgical Grossing Room) HSC room 0101. These are full-face piece respirators with air purifying cartridges.

These respirators are suitable for use in concentrations up to 10 ppm of formaldehyde for up to four hours.

Replace cartridges after every use. These kits are inspected yearly.

3. Protective Equipment

For all tasks for which contact with the skin or eyes with liquids containing 1% formaldehyde or greater is likely, suitable protective clothing shall be worn by employees. This may include, but not limited to, goggles, face shields, gloves, etc.

4. Housekeeping

Work areas where spillage may occur (areas where fixed specimens, stock formalin, stock formaldehyde are stored) shall be routinely inspected for leaks or spills.

5. Spills

With small spills, individuals should immediately wear protective clothing and clean the spilled material using a desiccant that is approved for use with formaldehyde.

Contaminated waste and debris should be placed in sealed bag for disposal.

For larger spills that cannot be cleaned up in this manner, phone "77" and initiate hazardous materials spill response. (Reference to Code Orange Policy)

6. Medical Surveillance

Individuals exposed to formaldehyde at concentrations exceeding the AL (Allowable Limit) or STEL (Short Term Exposure Limit) must participate in the medical surveillance program through Employee Health.

Individuals who develop signs and symptoms of exposure to formaldehyde and those who are exposed to formaldehyde through large spills, may participate in medical surveillance as well. Individuals who develop signs and symptoms of overexposures should report these via the occurrence report system and should consult immediately with the Safety Officer.

7. Hazard Communication

The hazards of exposure to formaldehyde include the potential for cancer, irritation and sensitization of the skin and respiratory system, eye and throat irritation, and acute toxicity.

Labels provided by manufacturers on formaldehyde or formalin-containers products shall not be removed.

Labels on containers of formalin (greater than 0.1%) shall contain the following information:

“Irritant and Potential Cancer Hazard”

8. Training

Upon initial assignment, employees who anticipate possible exposure to formaldehyde are made familiar with this policy and exposure limits; AL (Allowable Limit) or STEL (Short Term Exposure Limit). These topics are revisited yearly through annual education updates for all technical laboratory personnel. Formaldehyde specific training is including but not limited to the following topics:

- a. The formaldehyde products' MSDS content and the requirements of OSHA.
- b. The purpose and description of medical surveillance in this program.
- c. Formaldehyde's health hazards and signs and symptoms of overexposure.
- d. Procedures to report adverse signs or symptoms (via the occurrence report system).
- e. A description of applicable formaldehyde processes and the methods for limiting exposure. (local exhaust or use of Plexiglas enclosure.)
- f. Purpose, proper use, and limitations of PPE.
- g. Procedures for responding to spills and releases.

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| <p>Approved by:</p> <p><u>/s/</u></p> <p>Name: Amira Gohara, M.D. Title: Medical Director, Clinical Pathology</p> <p><u>10/10/2025</u></p> <p>Date</p> <p><i>Review/Revision Completed by:</i></p> <p><i>Joshua Otiso, Administrative Director, Lab</i></p> | <p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none">• <i>S-03</i> <p>Initial effective date: 02/09/1995</p> <p>Review/Revision Date: 01/04/2025</p> <p>Next review date: 01/04/2027</p> |
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