

POLICY

Effective Date: June 26, 2019
Approved By: Provost's Council

Cancels:

<p>See Also:</p> <p>POL-U5950.01 POL-U1500.08 POL-U4520.02 UAGA RCW 68.64.150(1) WAC 308-48-030 WAC 246-500-040 WAC 296-62-07540 FRM-U2100.02</p>	<p>Health, Safety and Environmental Protection Using University Resources Addressing Responsible Conduct of Research Revised Uniform Anatomical Gift Act</p>
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[Cadaver Use Approval Form](#)

POL-2100.02

ADDRESSING THE CARE AND USE OF HUMAN CADAVERS/PARTS IN RESEARCH AND INSTRUCTION

Western Washington University (WWU) is committed to the respectful procurement, transportation, and treatment of all cadavers and recognizable human body parts. This policy applies to all faculty, staff, and students who interact with cadavers and recognizable human body parts on campus for education or research.

DEFINITIONS:

Authorized User: An individual, including a faculty member, staff member, researcher, student, or community member, who has been approved by the University to participate in an approved project involving human cadavers/parts. All approved project leads are, by default, authorized users.

Approved Project: An instructional use of human cadavers/parts that has received formal, written approval by the Provost or the Provost's delegated approver or a research use of human cadavers/parts that has received formal, written approval by the Institutional Cadaver Research Committee (ICRC).

POLICY

Approved Project Lead: A faculty member who oversees an approved project and works together with the HHD Instructional Technician (IT) to ensure that their project complies with this policy. For outreach activities, the IT acts as the approved project lead. The approved project lead designates authorized users.

Approved Source of Supply or Approved Supplier: A supplier of human cadavers/parts that has been approved by University Contracts/Purchasing.

Cadavers and Recognizable Human Body Parts (or “human cadavers/parts”): Cadavers and any extracted human body part from University obtained cadavers, including whole bones, whole viscera/organs, and external parts that are commonly recognizable by the lay person. They do not include blood, urine, feces, semen, or other bodily fluids, small or microscopic quantities of tissue or sections of bones or viscera/organs, human cells or cell cultures, hair, teeth, nails, paraffin blocks, or tissue slides, or any body part designated for immediate therapeutic or clinical use (e.g., anatomical or surgical pathological analysis or organ transplantation).

Cadaver Laboratory (or “cadaver lab”): Includes the designated cadaver storage room and adjoining laboratory spaces.

Institutional Cadaver Research Committee (ICRC): A committee comprised of five members including three faculty members, the HHD Instructional Technician (IT), and a representative from Research and Sponsored Programs (RSP) that reviews and approves research protocols that involve the use of human cadavers/parts. The Provost will select committee members. Two of the three faculty members may be selected from the overseeing departments. The representative from RSP serves as the committee chair. A representative from Environmental Health and Safety (EHS) may serve as an ex officio member.

Overseeing Departments: The Department of Health and Human Development and the Biology Department that together oversee the Cadaver Laboratory.

POLICY:

1. **The Department of Health and Human Development (HHD) and the Biology Department Oversee the Cadaver Laboratory**

By agreement of the overseeing departments, the HHD Instructional Technician (IT) is charged with maintaining a list of approved projects, approved project leads, and authorized users. The IT also tracks the annual reauthorization of existing projects. When a new project is proposed, the IT informs the overseeing departments of scheduling issues, including whether the laboratory can accommodate newly proposed projects. The IT also works with approved project leads to determine the ongoing desirability and feasibility of existing projects.

POLICY

The IT has the primary responsibility for ensuring compliance with this policy. All reports of non-compliance with this policy should be directed to the IT and the department chairs of HHD and Biology.

2. Proposed Use of Human Cadavers/Parts Requires Prior Approval and Notifications

Faculty intending to use human cadavers/parts for research or for instructional purposes must receive preliminary approval from the chairs of the overseeing departments, who will first consult with the IT charged with oversight of approved projects.

Additional Approvals for Research Use: Following preliminary approval by the overseeing departments, and prior to starting any research activity or acquiring research materials for projects involving human cadavers/parts, faculty investigators must have their project reviewed and approved by the Institutional Cadaver Research Committee (ICRC). For the purposes of this policy, an approved research proposal constitutes an approved project and the faculty member who submitted the proposal is considered an approved project lead.

Additional Approvals for Instructional Use: Review and approval by the Provost or the Provost's delegated approver is required prior to acquiring human cadavers/parts for use in a classroom setting. For the purpose of this policy, an approved course constitutes an approved project and any instructor of that approved course is considered an approved project lead.

Additional Approvals for Outreach Activities: Opportunities for on-campus cadaver lab outreach (e.g. workshops/demonstrations) designed to serve the needs of students, teachers, and/or clinicians in the local area must receive approval from the chairs of the overseeing departments, who will first consult with the IT charged with oversight of approved projects. For the purpose of this policy, an approved outreach activity constitutes an approved project, the IT is considered the approved project lead, and all approved participants are considered authorized users. Each laboratory outreach visit must be pre-approved and pre-scheduled, and all authorized users must sign an acknowledgement of the rules and safety procedures before entering the cadaver lab.

EHS Notification: Use of preserved human remains requires exposure monitoring to determine the amount of formaldehyde released and the exposure risks to an employee while conducting routine procedures. Monitoring shall be done initially during set-up / implementation of human remains use and again if any procedures or processes change that would affect the controls in use to prevent formaldehyde exposure.

3. Ongoing Use of Human Cadavers/Parts Is Subject to Annual Reauthorization

The continued use of human cadavers/parts on approved projects will be reassessed on an annual basis. With input from the overseeing departments, the ICRC will reauthorize research

POLICY

projects after receiving an annual report from the project lead. The overseeing departments will reauthorize instructional use based on curricular and departmental considerations.

4. **All Acquisitions of Human Cadavers/Parts Must Comply with All Relevant Laws, Regulations, and University Policies**

5. **The University of Washington Willed Body Program Must Be the First Source for Purchase of Human Cadavers**

If the Willed Body Program cannot meet the present need for human cadavers/parts, additional sources may be consulted.

6. **Human Cadavers/Parts Must Not Be Purchased with a P-Card**

All purchases of human cadavers/parts must be made via a purchase order, contract, or memorandum of understanding with another University or commercial supplier. The contract must specify the means and method of returning or disposing of the remains via the supplier.

7. **Human Cadavers/Parts Must Be Properly Packaged and Labeled for Transportation**

The contract must require that all transportation of human cadavers/parts shall be in accordance with WAC 246-500-040 and the Universal Anatomical Gift Act and the American Association of Tissue Banks non-transplant tissue banks or whole-body donation regulations. The supplier bears the ultimate responsibility for complying with these rules and regulations concerning the shipment of human cadavers/parts to the University.

The responsible transfer of human cadavers/parts on campus and return to the supplier at the end of contract is the responsibility of the approved project lead. The IT shall assist the approved project lead to ensure the human cadavers/parts are returned or disposed of in accordance with all applicable regulations and policies.

8. **The Respectful Handling, Examination, and Storage of Human Cadavers/Parts Must Comply with All Relevant Laws, Regulations, Contractual Obligations, and University Policies**

All human remains must be stored in WWU's cadaver laboratory or other approved facilities, which are to remain locked at all times. Access to the cadaver laboratory is restricted to authorized users only. Unauthorized visitors are not permitted. Any person who behaves disrespectfully toward or physically mistreats a human cadaver/part in any way is subject to disciplinary action. Foundational rules for the cadaver laboratory and the treatment of human remains therein include but are not limited to:

- Humorous or derogatory remarks about human remains studied at Western in an educational or research setting are not permitted.

POLICY

- Awareness of others' sensitivities when viewing, dissecting, and discussing human cadavers/parts in the lab is required.
- Unauthorized possession or use of recording devices (including but not limited to cellular phones, cameras, computer tablets, and web cameras) is strictly prohibited.
- Confidentiality must be maintained. Personal information concerning human cadavers/parts should not be shared with others outside of the lab.
- No human cadavers/parts may be removed from the lab, except by the IT.
- No laboratory items or equipment that belong in the lab may be removed from the lab, except by the IT.
- Identification tags present on human cadavers/parts must remain in place at all times.
- Personal Protective Equipment (PPE) must be worn by students, staff, and faculty while working with the cadaver (lab coat; non-powdered, non-latex gloves; and eye protection). Closed-toe, closed-top shoes are required at all times.
- Long hair and loose clothing must be tied back and secured.
- No food, beverages, or applying cosmetics are allowed in the cadaver lab.
- Any suspicion of mold or decay on or in a human cadaver/part should be reported immediately to the supervising instructor or IT.
- Any suspected damage or misuse of the human cadaver/part must be reported to the supervising instructor or IT.
- All injuries and illnesses acquired in the lab must be immediately reported to the supervising instructor and IT.
- All regions of a cadaver not being studied must be draped. The cadaver must be entirely covered when left unattended for any period of time.

All student participants in courses and/or research held in the cadaver lab must first sign an acknowledgement of these rules in addition to any other rules specified by the instructor or IT before they are granted access to the cadaver lab.

Other rules under the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC) also apply.

POLICY

9. **Disposal of Human Cadavers/Parts Must Comply with All Applicable Laws, Regulations, Contractual Obligations, and University Policies**

The cadaver and all associated human remains shall be returned to the University of Washington Willed Body Program or original contracted supplier at the end of the contract period.