



## Human Anatomy Laboratory Access Disclosure Form

*Access to the anatomy laboratories and anatomical material must be preapproved through the Director of Anatomical Services and Body Donation Program.*

Please read the following statements and **sign and date your name** at the bottom of the form to signify your **comprehension and compliance of the rules**. This disclosure form must be completed by all involved individuals before they are given access to facilities with human anatomical material. Once completed, please return the form to a member of the Body Donation Program in person or by e-mail ([bodydonor@osumc.edu](mailto:bodydonor@osumc.edu)).

Body donors are to be treated with the utmost respect at <b>ALL</b> times and under <b>ALL</b> circumstances. Inappropriate or improper behavior and/or comments within and outside the gross anatomy laboratory is/are unacceptable. Leaving tools, trash, PPE, etc. in the donor's bag is prohibited.
Recording or photographing the human anatomical material is <b>STRICTLY PROHIBITED</b> without the prior consent of The Ohio State University Body Donation Program Advisory Committee, including but not limited to any images considered for publication or other distribution. Recording or taking photographs in the lab is also prohibited.
Each donor is affixed with an identification tag with a four-digit number. If the tag becomes separated from the donor, please notify the Body Donation Program office immediately by calling (614) 292-4831; a new tag will then be issued.
Anatomical material must <b>NOT</b> be removed from the laboratory under any circumstances unless given explicit permission by the Director of Anatomical Services and Body Donation Program.
All tissue removed from the donor during dissection must be retained, identified with the donor's number, and tracked. To this end, bins will be provided for appropriate storage of any removed tissue, and these bins shall stay with the donor at all times. <b>DO NOT</b> put gloves, tools, or paper towels in this container or move/commingle tissue between tables.
Laboratory access is strictly permitted to authorized individuals only; no visitors allowed. Access is limited to the assigned lab space; do not enter another lab without express permission from Morgue/Lab staff.
Doors to the lab must remain <b>CLOSED</b> at all times. Do not prop the doors open for any reason.
If additional tools or supplies are needed, please contact the Morgue/Lab staff for assistance. <b>DO NOT</b> forcefully open locked doors or cabinets.
Various chemicals and sharp objects are used in these facilities and safety measures must be taken at all times. All used scalpel blades must be disposed of in the red Sharps containers that are provided. <b>NEVER</b> dispose of Sharps in the regular trash or leave them in the donor's bag.

***I have read the rules and understand that compliance with all rules is mandatory. I acknowledge that violation of these rules may result in revocation of access to the anatomical materials and/or lab space.***

\_\_\_\_\_  
Full Name (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Signed