Sample Request Form
(do not use to submit a request)

Default Question Block

Request to Perform Close Proximity Research

Some complex research procedures require more than one researcher and may be physically impossible to perform while maintaining 6-foot social distancing. Evidence suggests that enhanced Personal Protective Equipment (PPE) minimizes the potential transmission of SARS-CoV-2, the strain of coronavirus that causes COVID-19.

Therefore, such procedures may be permissible under the following conditions:

- Enhanced PPE (lab coat, gloves, surgical face mask with the addition of a face shield) must be used when at least 6 feet of social distancing cannot be achieved. Surgical masks may be re-used but should be replaced if the mask becomes wet or visibly soiled. Face shields should be discarded or decontaminated after each use and stored in a clean area.
- Use of this PPE regimen in lieu of 6-foot distancing is only permissible in situations where distancing is physically impossible; otherwise, social distancing expectations must be maintained. If, at any time during the procedure, social distancing is possible it must be practiced.
- Use of separate high-touch tools, where practicable, to avoid sharing.
- Measures to minimize the time within 6 feet must be employed.

The Medical School Office of Research will review this request for alternatives to close proximity
work, the ability of the research team to comply with enhanced PPE requirements, and the potential incremental risk for COVID transmission. Justifications based on convenience or solely on room/equipment availability will not be accepted.

**Are you using the correct form?**

**Training:** The [Close Proximity for Research Training](#) exception should be used when close proximity work is for training purposes, including for animal-related procedures that involve close proximity work due to training and, otherwise, would not typically violate the social distancing directive. STOP, Exit

**Animals:** If close proximity is required for animal procedures other than training, use the [ULAM/EHS](#) form and not this form. STOP, Exit

**Research:** If close proximity work is required to conduct an experiment and it is not related to training a learner, use this form. PROCEED

Submitter Name (if not the PI):


Submitter Email (if not the PI):


Principal Investigator Name:


Principal Investigator Email:


Where will the research requiring close proximity work take place? (select all that apply)
Room Number(s):

Description of Close Proximity Research to be Performed:
Briefly describe the procedure(s), highlighting the specific aspects of the procedure(s) that are not possible within the directives (i.e., 6-feet distancing and/or within rooms with less than 144 square feet/person). Please note: you are expected to exhaust any and all means of modifying the conduct of procedures to permit practicing the directives; justifications based only on convenience or room/equipment availability will not be accepted.

For the procedure(s) that cannot be performed adhering to the social distancing directives, provide the number of individuals involved, the duration (i.e., length of time) that will be needed to complete the procedure, and the frequency (i.e., how often) the procedure will need to be performed without maintaining social distancing:
Can the procedure be done with researchers wearing all of the following:

- surgical mask,
- face shield,
- gloves, and
- lab coat?

  O Yes
  O No

Does the procedure involve high touch of shared tools or equipment?

  O Yes
  O No

Will the researchers be able to wash hands and/or change gloves routinely to reduce the likelihood of potential transmission of SARS-CoV-2?

  O Yes
  O No

Can the procedure be modified to allow the researchers to discard soiled gloves routinely throughout the procedure?

  O Yes
  O No

Are researchers able to follow U-M guidance on disinfecting surfaces, shields, and equipment as provided in Cleaning and Disinfection Protocol for the Prevention of COVID-19 In U-M Laboratory Facilities?
As the Principal Investigator, I attests that:

- I have discussed the requirements for close proximity training with all lab members.
- Laboratory personnel involved in the close proximity work will comply with all enhanced PPE requirements to perform close proximity work and follow all cleaning/disinfection protocols that are appropriate for the procedure(s) and, if required, that have been approved by EHS.
- Laboratory personnel will adhere to existing six-foot social distancing and maximum room density directives in place by the University of Michigan when not performing work approved under this Close Proximity safety plan.
- Laboratory personnel have been made aware that lab safety issues, including personnel who are ill or not following safety protocols, may be reported via the U-M compliance hotline website, by calling 866-990-0111, or contacting EHS at 734-647-1143 or by email. Researchers may also escalate concerns to ummsresearch@umich.edu.

Is this submission approved?

- Yes [ ]
- No [ ]

Please complete the following information

Date Reviewed

Reviewer Name

Reviewer Comments