

Instructions for Self-Enrolling into a MyPath Course

Laboratory Safety Training 2023

- A strong internet connection is needed for this training. To ensure this, we advise taking this training onsite with a University secured connection.
- **Attention Mac users:** It is recommended that you complete these modules using Chrome, not Safari.
- Attention PIs/Lab Managers: Certificates of completion are *not* available in MyPath. Instructions on how staff can run a transcript report are found below.
 - Training Records can also be found on our [EH&S Training Information webpage](#) and are updated twice a month.
- If you can not finish the course in one sitting or you are timed-out by the program, please select the “Yes” when asked if you want to resume where you left off.

Please choose the course that most accurately describes the materials that you handle within your duties. If you are unsure of which course to take, please ask your Principle Investigator or Supervisor. **All courses include Bloodborne Pathogen Training.**

CLINICAL LABS, CLINICAL MICROBIOLOGY, PHLEBOTOMIST/VENOUS NURSES AND

STUDY COORDINATORS - PLEASE NOTE!

- Clinical Labs: [EHS Laboratory Safety Training Standard Chemical 2023](#)
- Clinical Microbiology: [EHS Laboratory Safety Training Chemical and Biological 2023](#)
- Phlebotomists, Venous Nurses, and Study Coordinators: [EHS Laboratory Safety Training Standard Chemical 2023](#)

All Other MyPath Users

- There are four courses to choose from: Click on the Course Link below that will take you directly to the laboratory safety training course. (How to access – see next page)
- You MUST Launch/Mark Complete all 3 of the documents at the end of Standard Chemical Module in order to get credit for the course.

- ❖ [EHS Laboratory Safety Training Standard Chemical 2023](#)
- ❖ [EHS Laboratory Safety Training Chemical and Biological 2023](#)
- ❖ [EHS Laboratory Safety Training Chemical and Animal 2023](#)
- ❖ [EHS Laboratory Safety Training Chemical/Biological/Animal 2023](#)

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Accessing the above Courses within MyPath:

1. Click the blue **"Request"** button on the right to enroll/add to your Learning Transcript.
2. To take the course, click the blue **"Open Curriculum"** button.
3. Click **"Launch"** to start the first Module. Modules must be completed in order, and you must pass the first module to advance.
4. At the end, download and/or review each document. **To mark documents as complete, click the drop-down button to Launch, view (+/- Save or Print) the document displayed and click "Mark Complete" to attest you have read the material.**
 - Only the course screen below will give you credit for the course in MyPath. The training will show "In Progress" until the last **"Mark Complete"** has been selected.

EHS Laboratory Safety Training
Chemical/Biological/Animal 2023

Options ▾

Expired training is not included in section or curriculum progress percentage calculations

Supplementary Documents
100% Completed : 3 Min Required : 3 Total Items : 3

- Chemical Hygiene Plan with Appendices 1 through 11, and Appendix 12 through 16 (2023)**
Status : Completed Due : No Due Date
Review the Chemical Hygiene Program, Appendices 1 through 11, and Appendix 12 through 16. Links to the printable files are found above the table... **Launch** ▾
- LST Executive Summary 2023**
Status : Completed Due : No Due Date Training Hours : 10 min
This is a condensed list of safety and regulatory requirements for labs written by the Laboratory Safety Unit. **Launch** ▾
- Laboratory Site Specific Compliance Checklist 2023**
Status : Completed Due : No Due Date Training Hours : 5 min
This checklist is used to ensure that all laboratory employees have been properly trained in the hazards present in their Labs. Every employee,... **Launch** ▾

Accessing and Printing Transcripts in MyPath:

In MyPath:

1. Place cursor over the **"My Learning"** tab (blue bars at top of screen), then select **"My Learning Transcript"**.
2. Switch **"Active"** button (white button mid-screen) to **"Completed,"** and then **"Open Curriculum"**.
3. To Print, click **"Options"** button (upper right; 3 dots) and select **"Print Transcript"**.
4. Transcript will show all completed training. Print this page for your records.