

**OLIVE VIEW-UCLA MEDICAL CENTER
DEPARTMENT OF PATHOLOGY
POLICY & PROCEDURE**

**NUMBER: 11843
VERSION: 1**

SUBJECT/TITLE: ADM 60.0: ACCESS TO PATHOLOGY AREA

POLICY: Authorized individuals will be provided an access code to the Pathology & Laboratory areas. Individuals granted temporary access will have the door opened to Pathology to fulfil the purpose of the visit.

PURPOSE: Establish authorized access to Pathology & Laboratory areas to authorized individuals to promote a safe working environment.

DEPARTMENTS: PATHOLOGY & LABORATORY SERVICES

DEFINITIONS:

PROCEDURE: Pathology is a secured area that is only accessible by Lab staff, Administration, Environmental services, Facilities, Supply Chain, and Medical staff. Individuals with business within Pathology will be provided an access code for entry through the Pathology main doors by the supervisor.

Contracted vendors or other individuals may have business within the Laboratory. These individuals will be granted temporary access and will have the door opened to enter.

Restricting access to Pathology area will be in accordance with DHS Policy Number 935.031.

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Policy Number: 11843

Page Number: 2

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| References: | |
| Approved by: Armine Baltayan (Interim Laboratory Director), Deepthi Karunasiri (Co-Director of Clinical Pathology) | Date: 06/04/2020 |
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