

Clinic

Program coordinator (name, title)

Effective date

Required by 29 CFR 1910.1200(e) wherever staff may be exposed to hazardous chemicals. No small-employer exemption.

1. Labels

Who checks that incoming containers are labeled

How secondary containers (spray bottles) are labeled

2. Safety data sheets (SDS)

Where SDSs are kept (binder or online, reachable every shift)

Who gets and files the SDS for each new product

3. Training

Trained when: at hire, and when a new chemical hazard is introduced

Trainer (name, title)

Training records kept at

4. Non-routine tasks (e.g. cleaning up a chemical spill): how staff are told of the hazards

5. List of hazardous chemicals (use the product name on each SDS)

Product name (as on SDS)	Used for	Where stored	SDS on file (Y/N)	Date added
Examples: hospital disinfectant				
Alcohol / skin prep				
Chemical peel solutions				
Sterilizer cleaning solution				

Approved by: Date: Next review: