

OSEH Standard of Care # 3: Biological Safety Cabinet (BSC) Service Criteria

1.0 Scope

- 1.1 Describes the categories of BSC service provided to University of Michigan departments and detail service charges and the conditions under which the fees would be applied.
- 1.2 Explains planned antiquation of BSCs recognizing that over time, all mechanical and electronic equipment becomes antiquated. Sometimes this is by manufacturer design or by other factors including technological advances or age of the components.

2.0 Planned Antiquation

- 2.1 Planned antiquation is the recognition that BSCs are typically supported by the manufacturers for 10 years and that plans must be made to replace this critical research equipment. The manifestations of this condition include increased maintenance costs due to expensive replacement parts, unavailable replacement parts, absence of information or technical support necessary for service, and concerns with structural safety or serviceability due to age or an unreliable/outmoded design. Any BSC manufactured over 10 years ago is potentially unserviceable.
- 2.2 OSEH will maintain most BSCs for up to 10 years in the normal service category below. If you have concerns about the service category of your BSC or availability of replacement parts, please contact your OSEH Biosafety Technician. You will need to have the unit's model and serial number.

3.0 Categories of Service

- 3.1 Normal, General Fund Customers: Regular annual certification and maintenance, including HEPA filter, motor/blower, speed controller changes, decontamination, and damper adjustments will be performed at no charge on modern BSCs with readily available parts. Additional certifications beyond the annual and decontaminations due to equipment moves or by request will be recharged.
- 3.2 Normal, Non-General Fund Customers: Regular annual certification and maintenance, including HEPA filter, motor/blower, speed controller changes, decontamination, and damper adjustments will be performed according to section

4.0 Service Charges in this document on modern BSCs with readily available parts. Cost of replacement parts and filters will be billed including shipping.

3.2.1 Customers will be required to provide OSEH with a short code or chart fields to recharge for the services rendered in this category.

3.3 Recharge: When a BSC is no longer manufactured the replacement parts become more expensive and more difficult to obtain. Technical support and information necessary to service the unit is also less reliable. In these instances, OSEH reserves the right to recharge General Fund customers in order to recoup excessive costs for maintaining antiquated equipment.

3.3.1 BSCs over 10 years old are automatically placed in this category.

3.3.2 Used BSCs transferred to U-M or purchased by General Fund units are expected to be in good operating condition upon arrival. Those that are not will be placed in the recharge category until they can pass certification.

3.3.3 Customers will be required to provide OSEH with a short code or chart fields to recharge for the services rendered in this category.

3.4 No Service: As with all scientific equipment, BSCs will become obsolete. Indications of obsolete BSCs include; age, obsolete design, compromised structural integrity, inadequate identifying information including missing serial or model number, defunct manufacturer, unavailable or prohibitively expensive replacement parts or extended service time. OSEH will not service BSCs which are not listed by NSF International unless the manufacturer verifies that the BSC is based on listed designs and there are no functional differences. BSCs that require extraordinary measures to maintain certification will not be serviced. Also, OSEH cannot certify as safe or effective any unit that has been modified, retrofitted, reengineered, or used in a manner that could affect containment or airflow that was not approved by the manufacturer and NSF International.

3.5 Warranty: BSCs from approved manufacturers typically come with a 4 year warranty. Customers will be asked to contact their sales representative to coordinate repair and certification of BSCs still under warranty. Contact OSEH Biosafety for assistance in contacting or coordinating with the manufacturer.

3.5.1 OSEH Technicians may be contacted by the manufacturer to perform warranty work. In these cases the manufacturer will be billed per OSEH's *"Standard of Care #5: Warranty Work"*.

3.6 Risk Management (Insurance)

- 3.6.1 BSCs damaged through sudden or accidental events fall into this category. The events must be reported to the UM Office of Risk Management Services and a claim made. Risk Management will determine if the claim is covered.
- 3.6.2 OSEH will repair BSCs in this category per the standard service charges in section 4.0 plus additional charges for all parts, filters, and shipping costs.
- 3.6.3 Customers will be required to provide OSEH with a short code or chart fields to recharge for the services rendered in this category.

4.0 Service Charges for Non-general fund customers and unsupported Biological Safety Cabinets and Laminar flow hoods. Additional charges for replacement filters and parts will be applied.

- 4.1 BSC Certification \$150
- 4.2 Laminar flow Device Certification \$75
- 4.3 Decontamination \$300
- 4.4 Motor Change and Recertification \$300
- 4.5 Filter Change and Recertification \$300
- 4.6 Diagnostic and other repair work \$66/hour
- 4.7 UV Bulbs (depending on size) \$54 to \$89
- 4.8 Travel time \$66/hour
- 4.9 At the customer's request and with the approval of the Director of OSEH, work can be scheduled for non-business hours and weekends. Set charges and/or hourly fees will be 50% higher for work during these hours.