

BROOKHAVEN NATIONAL LABORATORY CLINICAL RESEARCH CENTER POLICY	CRC POLICY 6.3	PAGE 1 OF 1
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1.0 POLICY:

The Clinical Research Center of Brookhaven National Laboratory shall operate in a manner which promotes a secure environment for all staff, subject volunteers and other visitors. A Security Management Plan shall be implemented to further the CRC's goal of creating a physical environment free of potential hazards and security concerns that could affect the implementation of research protocols or affect the CRC staff and subject volunteers who participate in such research.

2.0 SECURITY MANAGEMENT PLAN:

To promote a secure environment, the following procedures exist:

- 2.1 Access to the CRC Main Desk and Satellite Facilities is limited to CRC staff and research participants. CRC Facilities are locked or otherwise secured when studies are not taking place.
- 2.2 Research studies are centrally scheduled and coordinated by the CRC Main Desk to ensure that staff and participants are known and identified.
- 2.3 Duress alarms are installed at the CRC Main Desk and certain satellite facilities to provide immediate access to the BNL Security/Police Division.
- 2.4 Telephones in all CRC facilities will be used to call 2222 or 911 in case of a security breach or similar emergency.
- 2.5 The CRC Central Pharmacy is alarmed and video surveillance is conducted by the Police Group. Access to the Central Pharmacy is limited to the CRC Pharmacist, Qualified Dispensers and Authorized Accessors, as defined as CRC Policy 8.1.
- 2.6 Duress alarm drills and tests of the Emergency telephone system are conducted periodically.
- 2.7 The CRC Manager shall be responsible for ensuring that the Security Management Plan is implemented in the CRC by performing an assessment of the relevant portions of the plan on an annual basis. The annual self-assessment shall be presented to the Clinical Research Quality Assurance Committee.

The only official copy of this file is the one online on the Medical Department website under "Clinical Research Center Policy Manual." Before using a printed copy, verify that it is the most current version by checking the document effective date on the website.