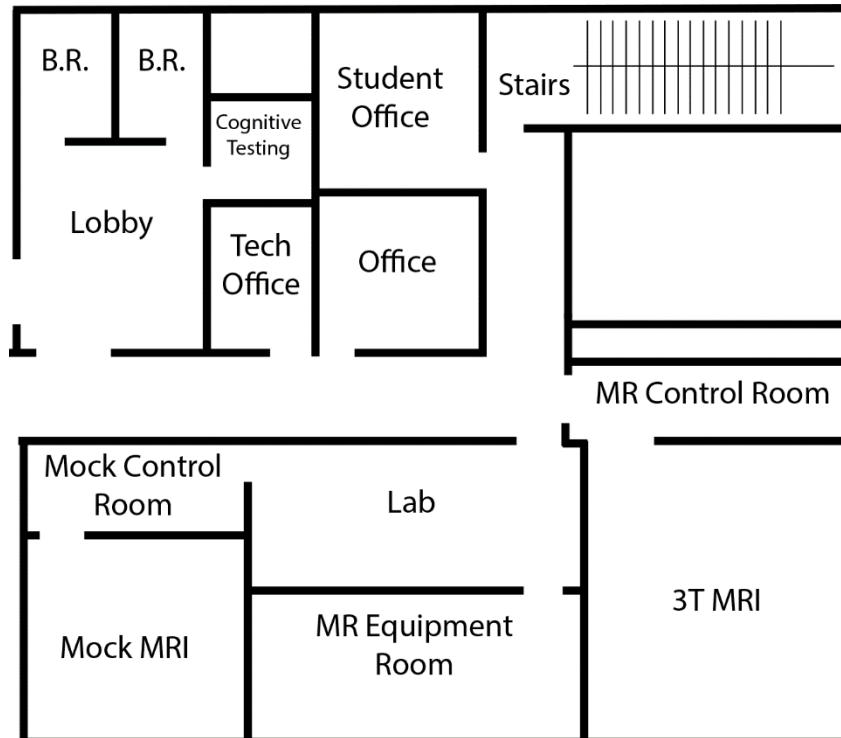


Center for Biomedical Imaging (CBI), Boston University School of Medicine

Description of the CBI zones and access:

- 1) The Center for Biomedical Imaging, in keeping with standard policies for MRI facilities, is subdivided into four zones related to MRI safety. You will find appropriate signage in all of these locations denoting the various zones:



- a. Zone 1 is the lobby immediately off of the elevator, cognitive testing room and the bathrooms/changing rooms. This space is open to the general public and access to it is not controlled.
- b. Zone 2 is the hallway running from the lobby to the MRI control room. Because rooms such as the meeting room in the back of the CBI, Technologist Office, Student Office, Mock Scanner Control Room, Mock MRI and the Animal Prep Lab are only accessible from this hallway, these spaces are also considered to be

within Zone 2. Access to Zone 2 requires the completion of basic MRI safety training (see MRI Safety Training policy) or being escorted by an individual who has completed the appropriate MRI safety training.

- i. All individuals needing access through the CBI to enter the freezer space in the back corner of the 650 Albany Street basement must complete basic MRI safety training (see MRI Safety Training policy).
 - c. Zone 3 is the MRI Scanner Control Room and MR Equipment Room. Access to these spaces is restricted to individuals who have completed basic MRI safety training (see MRI Safety Training policy) or being escorted by an individual who has completed the appropriate MRI safety training. The individual providing escort is responsible for all of the individuals accompanying them.
 - d. Zone 4 is the MRI scanner room itself (3T MRI).
 - i. Access to this space for researchers and research staff is restricted to individuals who have completed the basic MRI safety training (see MRI Safety Training policy), have undergone MRI health safety screening by the Research Occupational Health Program (or the equivalent from another facility) and have completed a “self-check” for any items (i.e. watches, hair clips, pens etc.) that cannot enter the MRI scanner room.
 - ii. It is expected that researchers and research staff who will be routinely entering into Zone 4 will have completed Advanced MRI Safety Training.
 - iii. Access to Zone 4 by research subjects/volunteers is restricted to individuals who have met the studies IRB requirements, have completed MRI safety screen with no contraindications for MRI scanning and have been screened for metals using the metal detection wand. It is required that research subjects/volunteers be escorted by an individual who has completed the appropriate MRI safety training.
- 2) Requests for unescorted access to Zones 2 through 4 should be made to the CBI operations manager. The operations manager in consultation with the Director of the CBI will approve or deny these requests.
- a. Zone 2 access requests can be simply via e-mail but need to provide justification.
 - b. Zones 3 & 4 access will require a meeting with the Director of the CBI to review training and the justification for the request.
- 3) Access privileges may be reviewed at any time and suspended or revoked if inappropriate or unsafe behavior is suspected.

- a. Suspension of access may take place immediately by either the Director or the operations manager of the CBI. Similarly, re-instatement of access can take place immediately by either the Director or the operations manager of the CBI.
 - b. Revoking of access will take place through consultation between the Director and the operations manager of the CBI. In the event access has been revoked, the individual and their immediate supervisor will be notified in writing of this action and the reasoning behind it.
 - c. Reinstatement of access will be at the discretion of the Director of the CBI following meetings with the individual and their immediate supervisor and the submission of a written plan by the individual describing corrections to the action that resulted in access being revoked.
 - d. It is the responsibility of each group to notify the Director of the CBI concerning individuals who have left the University so that card access can be revoked.
- 4) Contract services (i.e. cleaning services) can be exempted from this policy at the discretion of the Director of the CBI.