



EHS Assist Laser Inventory Guide



Table of Contents

Title	Page
Accessing the PI Equipment Module	03
The Associated Equipment Page	04
How to Create a Laser Listing Report	05



Accessing the PI Equipment Module

Step 1

Login into EHS Assist - <https://ehsa.vanderbilt.edu>

- ❖ **For Vanderbilt University individuals**, use your VUNetID and VU password, along with the Duo app for SSO authentication
- ❖ **For VUMC individuals**, use your VUMC email and you will be taken to the VUMC SSO page for authentication.

Step 2

From the EHS Home page, select the **PI Equipment** icon.



The Associated Equipment Page

The Associated Equipment page displays all equipment associated to a PI or Lab Manager. Equipment Types will only display if attached to a correlating EHSA Permit. Permit types consist of the letter of the permit followed by the VUNetID of the PI or Lab Manager (ex. L-johnsr)

L-Permits will show Lasers and Laser Registration, B-Permits will show Biosafety Cabinets, C-Permits will show Fume Hoods, R-Permits will show Meters, EMFs and X-rays.

1 Selectable Equipment Types

2 Active Equipment

3 Equipment Histories show dates and results of past inspections.

EHS Equipment / Associated Equipment

PI: Test, PI

EQUIPMENT TYPE

- Lasers
- Fume Hoods
- Laser Registration

Grayed Equipment is Archived Equipment Reports Options

Serial #	Manufacturer	Model	Type	Class	Next Due	Frequency	Status
Active							
1071	Other	Capella R-1470 Prototype	Laser Diodes	4	06-07-2023	12	Active
1041	Other	Capella R1850	Laser Diodes	4	06-07-2023	12	Active
10	Other	Capella R1850	Laser Diodes	4	06-07-2023	12	Active

Red Equipment is Overdue

Date	History Type	Status	Results	Next Due
06-07-2022	Inspection-12	Complete	Pass	06-07-2023

How to Create a Laser Listing Report

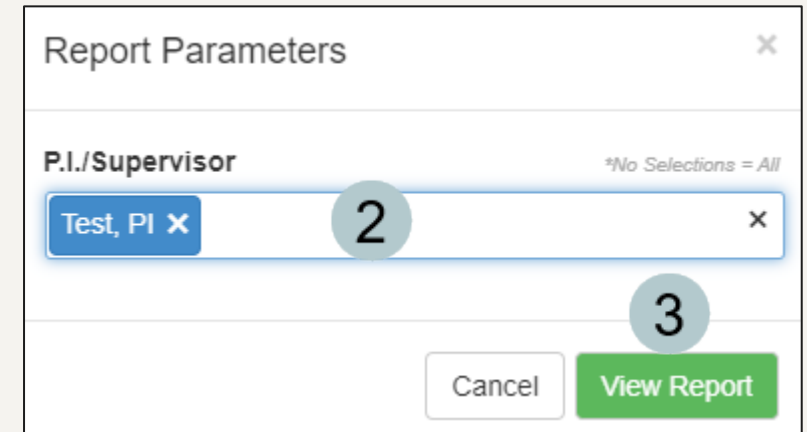
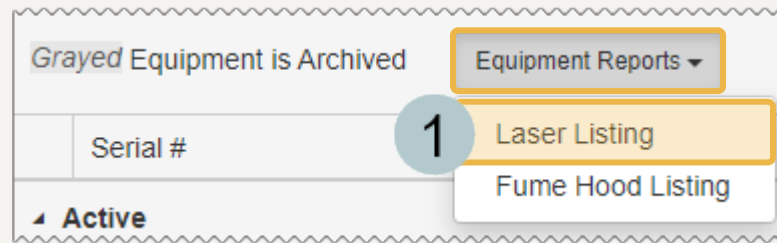
A **Laser Listing** report can be generated to display all the active lasers associated with a PI.

1 Click the **Equipment Reports dropdown** and select **Laser Listing**.

2 The **Report Parameters** window appears with the PI field auto-generated.

3 Click the **View Report** button to generate the report.**

4 A PDF report is generated displaying information about the active lasers.



A screenshot of a "Laser Listing" report table. The table is titled "Laser Listing" and includes a date "6/12/2023" and "Vanderbilt University" in the top right. The table has columns for Serial #, Manufacturer, Model Type, Department, Building Name, Lab/Room, Inspection (Frg, Due), Wavelength, and Class. The data is as follows:

Serial #	Manufacturer	Model Type	Department	Building Name	Lab/Room	Inspection Frg	Inspection Due	Wavelength	Class
1071	Other	Capella R-1470 Prototype	Biomedical Engineering	KECK FREE ELECTRON LASER CTR	215	12	06/07/2023	Variable (1400-1500 nm)	4
1041	Other	Capella R1850	Biomedical Engineering	KECK FREE ELECTRON LASER CTR	215	12	06/07/2023	Variable (1800-2000 nm)	4
10	Other	Capella R1850	Biomedical Engineering	KECK FREE ELECTRON LASER CTR	205	12	06/07/2023	Variable (1800-2000 nm)	4

A circled number "4" is placed over the "Test, PI" header of the table.

**This report can be further customized. Contact the EHSA Administrator at ehsa@vanderbilt.edu for more information.

EHS Assist – Additional Info

Find additional EHS Assist guides here:

<https://www.vanderbilt.edu/ehs/ehsassist>

With any questions, concerns or suggestions, contact the EHS Assist Administrator - **ehsa@vanderbilt.edu**

