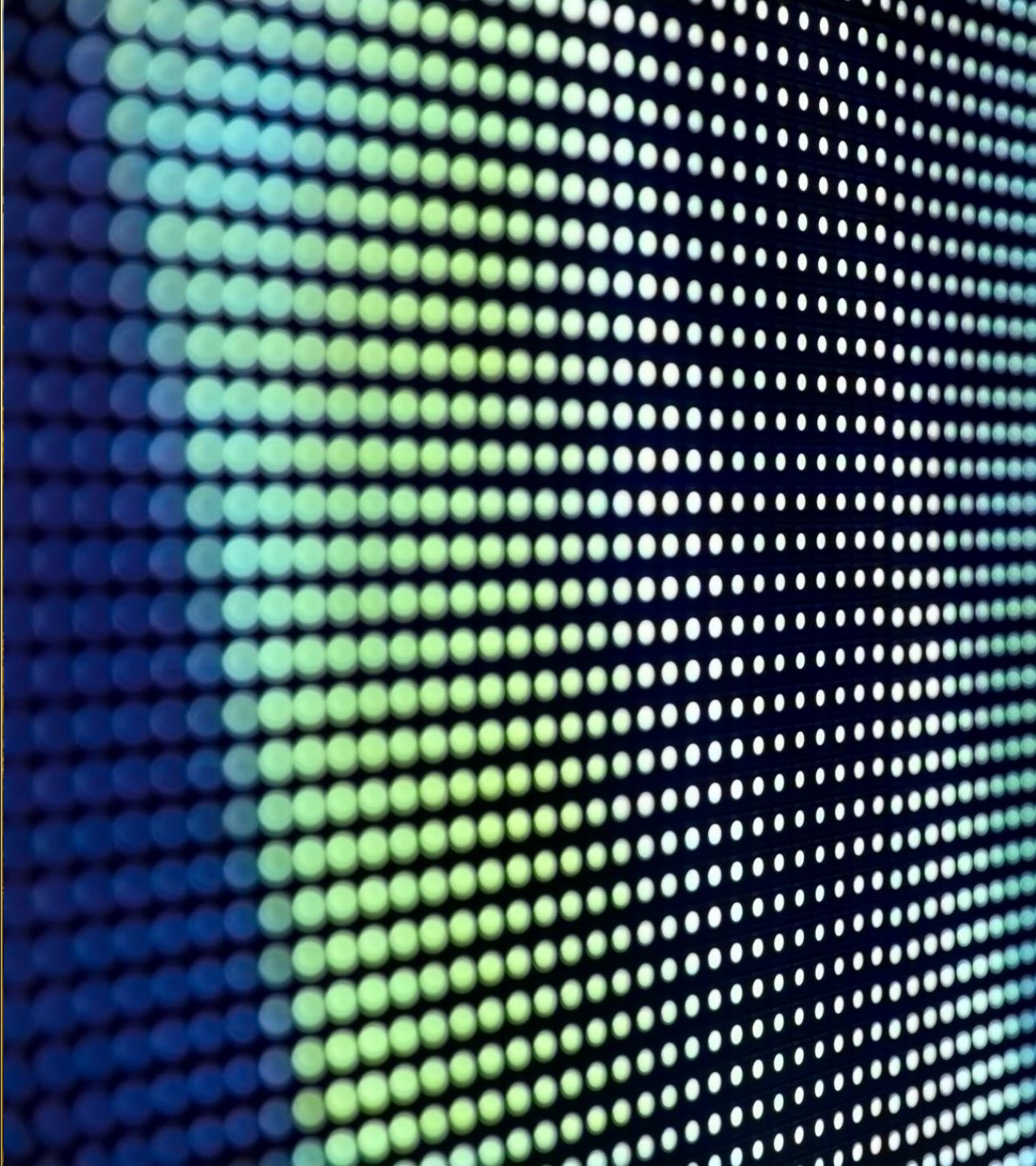




EHS Assist Laser Inventory Guide



A vertical banner image on the left side of the page. It features a scientist wearing a white lab coat, a white hairnet, and a white face mask. The scientist is holding a glass Erlenmeyer flask with their right hand, which is wearing a blue nitrile glove. The flask contains a bright blue liquid. Overlaid on the flask is a glowing, stylized atomic model with a central yellow nucleus and three white elliptical orbits. The background of the banner is a light blue with a faint hexagonal pattern.

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 EHSA Homepage, 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.

The screenshot displays the 'Associated Equipment' page in the EHSA system. The page is titled 'EHSA Equipment / Associated Equipment'. On the left, there is a sidebar with a dropdown menu for 'PI: Test, PI' and a section titled 'EQUIPMENT TYPE' containing three buttons: 'Lasers' (highlighted with a blue circle and the number 1), 'Fume Hoods', and 'Laser Registration'. The main content area is divided into two sections. The top section, titled 'Grayed Equipment is Archived' and 'Equipment Reports', contains a table of active equipment (highlighted with a blue circle and the number 2). The table has columns: Serial #, Manufacturer, Model, Type, Class, Next Due, Frequency, and Status. The bottom section, titled 'Red Equipment is Overdue' (highlighted with a blue circle and the number 3), contains a table of equipment history. This table has columns: Date, History Type, Status, Results, and Next Due.

Serial #	Manufacturer	Model	Type	Class	Next Due	Frequency	Status
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

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.

Grayed Equipment is Archived

Equipment Reports ▾

1 Laser Listing

Fume Hood Listing

▲ Active

Report Parameters

P.I./Supervisor *No Selections = All

Test, PI × 2

3

Cancel View Report

6/12/2023 4 Laser Listing Vanderbilt University

Test, PI

Serial #	Manufacturer	Model Type	Department	Building Name	Lab/Room	Inspection Frg.	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

**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/facilities/ehs/ehsa>

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



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