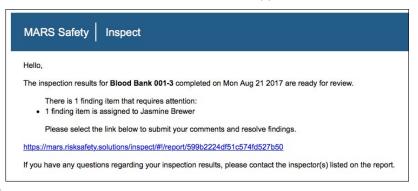
Logging in to Inspect

Note: For best performance, please access Inspect from the most current version of Chrome, Firefox, Safari or Internet Explorer.

• Select the link in the notification email (if applicable).



OR

Log in to <u>https://csu.risksafety.solutions/inspect</u> using your credentials.

Reviewing Findings

• Select the Inspection Reports button on the homepage.



• Select the department name.

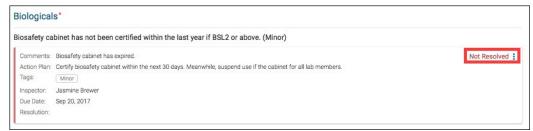
Lab Safety	
Blood Bank - 001-3	Aug 21, 2017
Contributed By: Jasmine Brewer	
Open Findings: 1	

• By default, only non-compliant items are displayed. To view all findings, select Show All.

Blood Bank (001-3)		
Lab Safety		
Managers Jasmine Brewer	Inspection Date Aug 21, 2017	Status Sent To RP
Inspection Contributors Jasmine Brewer	Report Sent Date Aug 21, 2017	
← Back to Reports		🗟 Print Report 🛛 🗮 Show All

Resolving Findings

Select the navigation dots for the finding.



For more information about Inspect, contact service@RiskandSafetySolutions.com

Resolving Findings (Cont.)

- Select desired action for the following options:
 - Mark as Resolved
 - Mark as In Progress
 - Mark as No Further Action
- Enter comments, add images and documents, tags, routing group(s), location and action plan (if applicable).

Comments:				
				1.
Tracking #:				
work order #, s	ervice desk ticke	et, etc		
Attachments:				
		Select file or		
		Drag/Drop file here	e	
		(Max size 10MB/Fil	e)	
				 -

• Select Save.

Discussions

• For questions on an individual finding, select the navigation dots for the finding.

Biologicals*					
Biosafety ca	iosafety cabinet has not been certified within the last year if BSL2 or above. (Minor)				
	Biosafety cabinet has expired. Certify biosafety cabinet within the next 30 days. Meanwhile, suspend use if the cabinet for all lab members.	Not Resolved			
Tags:	Centry dosarety cabinet within the next so days, meanwhile, suspend use in the cabinet for all rab members. Minor				
Inspector:	Jasmine Brewer				
Due Date: Resolution:	Sep 20, 2017				

• Select Start a Discussion.



• Enter comments and select desired recipient(s).

Discussion Board	;
Start a Discussion	
Comments:	
Send Email To:	
Add Groups	•
Finding Inspector	
Managers	
Inspection Contributors	
Program Admins	

• Select Save.

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