



Albert Einstein College of Medicine

3-D Printing Policy

I. Purpose

This policy outlines the procedures for the use of the Albert Einstein College of Medicine (“Einstein”) D. Samuel Gottesman Library’s 3-D printing service.

II. Scope

This policy applies to all students, faculty, postdocs, and staff of Einstein and Montefiore.

III. Policy

- The Library reserves the right to refuse any 3-D print request.
- Printing is done on a first-come, first-served basis considering the following priority order: students printing objects for coursework, students printing for other works, faculty and staff.
- All print requests are subject to copyright laws and Einstein's policy for computer use.
- No one will be permitted to create objects that are prohibited by federal, state or local laws.
- The Library will do its best but cannot guarantee model quality or stability. 3-D printing can be unpredictable and printing issues do come up.
- Only designated Library staff will have hands-on access to the 3-D printer.
- Because the Library has only two 3-D printers, personal projects will be limited to models which take 8 hours or less to print.
- This service is designed for rapid prototyping, not production.
- Models are made from 1.75 mm polylactic acid (PLA) filament, a bioplastic. The level of detail of the model will be as intricate as PLA allows.
- No jobs printing large numbers of identical objects will be accepted.
- Items printed from the 3-D printers must be picked up within 14 days after being printed. Items that have not been picked up will become the property of the Library.
- ***The 3-D printers may NOT be used to print or create any weapons, including without limitation, firearms, rifles, knives, etc.***

IV. Definitions

None.

V. Effective Date

Effective as of: 29 August 2018

VI. Policy Management and Responsibilities

The D. Samuel Gottesman Library is the Responsible Office under this Policy. The Director of the D. Samuel Gottesman Library is responsible officer, and the Executive Dean is the Responsible Executive for the management of this Policy.

VII. Approved (or Revised)





Responsible Executive

Date