

Thursday October 8, 2009

Protocol Assessment Liaison BULLETIN

This Educational Information has been brought to you by Traci Clemons, in the Protocol Facilitation Program of the Vice Chancellor for Research, and in cooperation with the UNMC/UNO Institutional Animal Care and Use Committee, and Comparative Medicine.

For additional information please contact:
Traci Clemons; tclemons@unmc.edu or Extension 98560

HOUSING ANIMALS OUTSIDE OF THE CENTRAL FACILITY

The University of Nebraska Medical Center (UNMC) and University of Nebraska at Omaha (UNO) provide centralized animal housing facilities through UNMC Comparative Medicine (CM) and the UNO Animal Care Committee to meet the research and teaching needs of the university. The physical plant, ventilation, lighting, humidity, vermin control and sanitation measures, as well as the monitoring and health care programs for the animals within these facilities are all designed to comply with the Association for the Accreditation of Laboratory Animal Care International (AAALAC) accreditation rules and relevant federal, state, and local regulations.

UNMC/UNO follow both United States Department of Agriculture (USDA) and Public Health Service (PHS) regulations for housing animals outside of the central facility; Any animal housing area outside of the centralized animal facilities where animals are held for more than 12 hours must be approved and inspected by the IACUC. Any animal housing area outside of the animal facility which houses animals over 12 hours must be approved and inspected by the IACUC.

Animal housing areas, including those outside the Comparative Medicine and UNO centralized facilities, are subject to periodic and unannounced inspections by the USDA, the UNMC/UNO Institutional Animal Care and Use Committee

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(IACUC), AAALAC International, and the Office of Laboratory Animal Welfare (OLAW), National Institute of Health (NIH).

IACUC REQUIREMENTS

In accordance with the USDA Animal Welfare Act Regulations (AWARs) and the PHS Policy, the IACUC is required to conduct inspections of all animal holding facilities, including, but not limited to, areas where animals are maintained for periods longer than 12 hours, at least once every six months.

- If you plan to house animals outside of the central facility IACUC Approval is required. The research application addresses housing requirements with the following question:

- **Site of Animal Housing/Study Justification:** Will animals be held outside of the centralized animal facilities longer than 12 hours? NOTE: Federal regulations and the Guide require strong justification for holding animals outside the centralized facility for more than 12 hours.
 - **NO**
 - **YES Complete section a. – c.**
 - Identify building and room number.
 - State the length of time the animals will be housed outside of the central animal facility.
 - Provide the justification for such proposed housing.

- Please note that **convenience is not acceptable** justification for housing animals outside the centralized facilities. In cases where the IACUC has granted approval because suitable housing is not initially available in the centralized facilities, the IACUC may rescind that approval when suitable housing in the centralized facility becomes available.

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Standard Operating Procedures For Areas Where Animals Are Housed Outside The Centralized Facilities For More Than 24 Hours

1. Facility

The facility must meet the minimum standards as set forth by the *Guide for the Care and Use of Laboratory Animals*. The PI is responsible for meeting or exceeding these standards at all times.

2. IACUC and CM Regulatory Accessibility

The Satellite Animal Facility must be accessible to IACUC, CM, and UNO representatives at all times.

3. Security

The PI is responsible for maintaining and ensuring that the Satellite Animal Facility animal holding area is secured at all times.

4. Biosecurity

Animal entry or departure from the Satellite Animal Facility must be in accordance with IACUC policies. If the PI wishes to return any animals to the central animal facilities, the PI must first make arrangements with CM or UNO.

5. Animal/Room Daily Check List is Posted and Completed Daily

Each day that an animal is held in the Satellite Animal Facility, an Animal/Room Daily Check List must be posted and completed. Records must be retained for, and available for inspection by the IACUC, federal regulatory agencies and Association for the Assessment and Accreditation for Laboratory Animal Care (AAALAC) International site visitors.

6. Animal Identification

All animals must be identified by a current IACUC approved protocol, (e.g.: bar-coded animal identification), cage cards and the date the animal was brought to the lab.

7. Animal Care Providers

It is the responsibility of the PI to ensure that everyone providing care for animals in the Satellite Animal Facility is listed on the approved IACUC protocol to perform animal care.

8. Husbandry Equipment and Supplies

All caging and materials such as food, water, bedding, enrichment device(s), cage cards and cleaning materials necessary for proper husbandry and care need to be approved by the IACUC. Storage should be limited to items necessary for housing. The milling date or date of expiration should be clearly indicated on stored food.

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9. Environment

- The room should have "single pass", non-recirculated air. Air should flow into the room, not out, with respect to hallways, public spaces, and other adjoining rooms.
- The room needs to be segregated by a closable door.
- There should be a sink for hand washing.
- If inhalation anesthetics are administered, an anesthetic gas scavenger must be used or the anesthesia administered in a fume hood or ducted Class II Type B2 biological safety cabinet.
- No food or drink for human consumption will be allowed near the animal procedure or housing area.
- Animal housing or procedure rooms should be uncluttered and clean; be washable and able to withstand disinfectants or cleaning compounds.

10. Sanitation

The PI is responsible for complying with species-specific sanitation requirements as per CM or UNO SOP's.

11. Health Reporting

All animals must be checked daily (including weekends and holidays) by the PI or specified designee. All animal health concerns must be reported to the CM or UNO veterinary group.

12. Veterinary Care

All veterinary care for animals in the Satellite Animal Facility must be provided through the CM or UNO veterinary group. Care will be provided according to standard CM or UNO SOP's and policies, and assessed on an individual basis.

13. After Hours (Emergencies, Weekends and Holidays)

The PI is responsible for maintaining and posting an accurate emergency contact information sheet in the Satellite Animal Facility. The posting must include the Principal Investigator, Responsible lab personnel, and the CM or UNO veterinary contact information. The PI or his/her designee must be contactable at all times to respond to emergencies.

14. Drug Storage

Drugs must be used prior to their expiration date and stored according to all applicable rules and regulations. DEA controlled analgesics or anesthetics need to be maintained in a secure, (lockable) manner.

15. Hazards

The PI is responsible for complying with the UNMC or UNO Safety Office and all other applicable rules and regulations regarding any physical, radiation, biological and chemical hazards. Plans should be in place for dealing with biomedical waste, animal carcasses, soiled bedding, and escaped animals.

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16. Required Signage

Safety signage if applicable is required to be posted in the study area and kept updated by responsible personnel. The UNMC/UNO notice "To Report Animal Welfare Concerns or Noncompliance" should be visibly posted within the housing facility

17. Animal Transport

Animals should be transported in a covered cage on a cart through approved animal transport routes to avoid public areas. Please contact CM or UNO for approved transport routes.

18. Documentation and Record Keeping

The PI is responsible for maintaining a copy of the approved IACUC protocol, controlled drug logs, and any other applicable records including survival surgery records. It is permissible to maintain these documents within a notebook which is accessible to site visitors. .

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**To Report an Animal Welfare Concern or
Noncompliance, Please Contact Any of the
Following Immediately:**

**UNMC/UNO Institutional Animal Care and Use
Committee**
402-559-6046
IACUCORA@UNMC.edu

Protocol Assessment Liaison
402-559-8560
tclemons@unmc.edu

UNO
402-554-2558

Comparative Medicine
402-559-4034

Emergency On-call Veterinarian
402-559-4000 - Please ask the UNMC operator to page
the "Veterinarian On Call."

*"Identification, Communication, and Education are the
Solutions to Prevention"*

HOUSING OUTSIDE THE CM FACILITY MAINTENANCE ROOM CHART

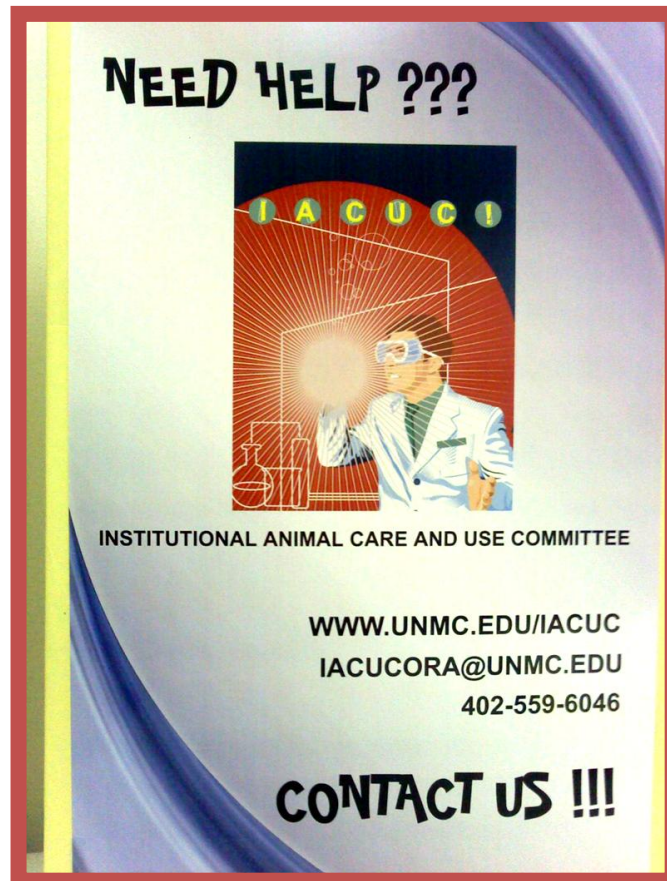
PI _____ IACUC # _____ MONTH _____
 Building _____ Room Number _____ Species _____

Day	Animal Health Check Daily	Food/Water Level Check Daily	Temp. HI/LO Record Daily	Humidity HI/LO Record Daily	Cage Change Twice Weekly	Floor Sanitized Once Weekly	Daily Tasks:
1							*Observe all animals for signs of illness or distress; initial records when all animals have been observed.
2							
3							
4							*Check Food/water level daily to ensure that it will last until the next day.
5							
6							
7							*Record the high/low daily temperature.
8							
9							
10							*Record the high/low humidity levels.
11							
12							
13							Twice Per Week:
14							
15							
16							*Move animals to clean cages with fresh bedding.
17							
18							
19							Once Weekly:
20							
21							
22							*Sanitize the floor weekly.
23							
24							
25							
26							
27							
28							
29							
30							
31							

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Warning: Due to the UNMC Branding initiative links within the UNMC websites may not be working correctly.

*Tip: If you remove "**dept**" from the address and try again it should correct the problem.*



NEED HELP ???

IACUC!

INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE

WWW.UNMC.EDU/IACUC
IACUCORA@UNMC.EDU
402-559-6046

CONTACT US !!!

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