

# Laboratory Self-Assessment for IACUC Approved Activities

This self-assessment is intended to be used periodically as a tool to assist researchers in identifying and evaluating the IACUC approved activities performed. Also, it may be used when preparing for inspections including semi-annuals. Please contact the IACUC Office if you have any questions or require additional guidance.

Available Regulations, IACUC Policies, and ULAR Veterinary Best Practices:			
• <a href="#">Guide for the Care and Use of Laboratory Animals: Eight Edition</a>			
• <a href="#">Guide for the Care and Use of Agricultural Animals in Research and Teaching</a>			
• <a href="#">PHS Policy on Humane Care and Use of Laboratory Animals</a>			
• <a href="#">USDA Animal Welfare Act and Regulations</a>			
• <a href="#">USDA Animal and Plant Health Inspection Animal Care Policy Manual</a>			
• <a href="#">AVMA Guidelines for the Euthanasia of Animals: 2013 Edition</a>			
• <a href="#">IACUC Policies</a>			
• <a href="#">ULAR veterinary best practices</a>			

\* Yes, No, and Not Applicable (NA)

Y	N	NA	✓ Protocol & Personnel
			1. Study team members performing activities have read the approved IACUC protocol to assure that activities are consistent with the protocol and <a href="#">early removal criteria</a> is applied
			2. Study team members have access to the protocol and listed as key personnel
			3. Study team members are aware of approved amendments made to the <a href="#">IACUC protocol</a>
			4. Study team members performing IACUC activities are properly trained and training is documented
			5. <a href="#">Training requirements</a> for study team members are up to date in the IACUC protocol including the experience and training narrative, if needed mandatory safety training is up to date (ie. EH&S, Biosafety, Radiation Safety, specific research safety training)

Y	N	NA	✓ Health and Safety
			1. Personnel have updated their <a href="#">Occupational Health Registry</a> as needed (i.e. for changes related to species, allergies, and exposure to hazards)
			2. Study team members are knowledgeable in the safety procedures associated with the IACUC protocol; familiar with the use of the appropriate protective clothing and other applicable safety apparatus when working with animals
			3. Study team members are knowledgeable about the use of the <a href="#">Animal Hazard Safety Protocol (AHSP)</a> and notify ULAR of using hazardous agents when applicable
			4. Appropriate signage is visible when entering a laboratory (i.e. radiation, biohazards, chemicals, ABSL) and cages are properly marked for potential hazards when used
			5. Sharp containers and hazardous waste disposal is being properly used
			6. Gas cylinders are properly secured

Y	N	NA	✓ Animal Care
			1. All personnel are aware of the available emergency contact numbers including how to contact a ULAR clinical veterinarian(s) and/or building coordinator when appropriate
			2. Study team members are aware of the <a href="#">ULAR animal facility procedures</a> and follow them
			3. All personnel are familiar with the <a href="#">procedures</a> for <a href="#">reporting animal concerns</a> and unanticipated outcomes
			4. Euthanasia method used corresponds with the IACUC protocol including the appropriate confirmation of death following the euthanasia method

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Y	N	NA	✓ Housing Areas
			1. Locations where animals are being <a href="#">housed</a> is approved by the IACUC; ≤ 12 hours for USDA, and ≤ 24 hours for OLAW covered animals
			2. All animals are observed daily including weekends and holidays for general health, food and water supply
			3. Housing logs are complete and <a href="#">records</a> are maintained
			4. Food stored in sealed container with date of expiration, mill date, and type of feed
			5. Aquatic facilities use a proper biofilter and maintain water quality measurements

Y	N	NA	✓ Physical Plant & Procedure Areas
			1. Locations where animals are being used is approved by the IACUC
			2. Locations are organized, free of clutter, and clean
			3. Storage areas for supplies are organized and clean (i.e. chemicals and other hazardous materials, surgical instruments etc.)
			4. Cage cards are consistent with the procedures on the IACUC protocol including PI and protocol number
			5. Specialized equipment is clean and maintained. <a href="#">Manual sanitization</a> of primary enclosures are monitored and biological measures validated on semiannual basis
			6. Surfaces are smooth and impervious to moisture

Y	N	NA	✓ Analgesic/Anesthesia/Drugs
			1. Only the analgesics and anesthesia listed in the IACUC protocol are being used at the proper dose, route, and frequency
			2. <a href="#">Pharmaceutical</a> or veterinary grade agents are used; exceptions to use non-pharmaceutical grade agents is approved in the IACUC protocol
			3. Anesthetized animal(s) are monitored according to the IACUC protocol and policies
			4. Animals are maintained at an appropriate depth of anesthesia
			5. Anesthetic machines are equipped with a gas-scavenging system
			6. <a href="#">Anesthetic machines</a> are serviced, validated, calibrated, and in date for use
			7. All diluted drugs or chemical reagents in secondary containers are properly labeled; name, final concentration, date of expiration, and diluent if applicable
			8. All drugs including controlled substances, injectable fluids, and medical materials are within the labeled expiration date
			9. <a href="#">Expired</a> drugs including medical materials are labeled, segregated, and discarded in accordance with all relevant institutional, local state, and federal requirements
			10. Controlled substance drugs are stored properly (secure), labeled with the expiration date, and records are complete

Y	N	NA	✓ Surgery
			1. Aseptic technique is being used for survival surgery (i.e. sterile instruments, gloves, drapes, and surgical site including clean surfaces)
			2. Proper <a href="#">autoclave</a> sterilization procedures are used (i.e. storage, use of chemical control indicators and tape for packs) and all materials are within the visible expiration date
			3. Disinfectant/sterilization procedures are appropriate for the recommended exposure time
			4. Animal is surgically prepped in an area separate from the surgery location
			5. Appropriate sterile material is used to close the incision and removed in accordance to the IACUC protocol and policies
			6. Animal is recovered and monitored in accordance to the IACUC protocol and policies
			7. Post-surgical or post-procedural care is given and documented in accordance to the IACUC protocol and policies

# Laboratory Self-Assessment for IACUC Approved Activities

Y	N	NA	✓ Documentation Available for Review
			<a href="#">Housing Logs</a> including <a href="#">temperature excursions</a> , husbandry and sanitation schedules
			<a href="#">Husbandry Procedures</a>
			Treatment and Procedure Logs: <a href="#">Food/Fluid Restriction</a>
			Anesthesia & Surgical Records for <a href="#">USDA</a> and <a href="#">Rodents</a>
			Specialized Equipment Maintenance Logs: <a href="#">autoclave</a> , <a href="#">anesthesia vaporizer</a> , filter canisters
			<a href="#">Controlled Substance Inventory &amp; Use Logs</a>
			<a href="#">Breeding Cards</a> include weaning dates and extensions
			<a href="#">Manual Sanitation Validation Logs</a>
			<a href="#">Animal Numbers Manually Reported</a>
			<a href="#">Training Records beyond CITI</a>