



TRAINING REQUIREMENTS

Overview/Purpose

All personnel involved with the care and use of animals must be adequately educated, trained, and/or qualified in basic principles of animal science. This policy provides information about the requirements that are in place to ensure all personnel involved in the care and use of animals at Ohio State are qualified and receive a standard level of training as required by applicable regulations and guidelines.

Definitions

CITI program: The Collaborative Institutional Training Initiative (CITI) is a web-based training program that serves learners at academic institutions, government agencies and commercial organizations in order to meet research regulatory requirements.

Training Requirements

1. The Animal Usage Orientation Training (AUOT) “**Working with the IACUC**” course provided by the CITI Program has been approved by the IACUC as the standard training program that must be completed by all individuals performing activities described in animal use protocols or caring for University owned animals used for research, teaching or production purposes. Training will be considered complete when all required modules have been reviewed and all quizzes completed with a cumulative score of 80% or greater. The course includes, but is not limited, to the following topics:
 - Working with the IACUC
 - Federal Mandates
 - Alternatives to Animal Use
 - Avoiding Unnecessary Duplication
 - Personnel Training and Experience
 - Housing Social Animals
 - Endpoint Criteria
 - Euthanasia
 - Reporting Animal Concerns
 - Occupational Health and Safety, including:
 - Using Hazardous/Toxic Agents in Animals
 - Information about Ohio State’s Occupational Health Program
 - Hazard Assessment
 - Signs and Symptoms of Exposure
 - Zoonoses
2. The CITI training course must be completed before a person can be added to an IACUC protocol.
3. Personnel providing animal care only are not required to be listed on the protocol, but must complete the CITI online training course (e.g., ULAR husbandry staff and agricultural animal care staff). The IACUC may approve alternative training for certain groups of staff. However, the topics covered must address the items included in the

basic CITI course. IACUC requires that documentation for alternative training be maintained by the animal facility and available upon request, including during facility inspections.

4. Students handling animals as part of an instructional course are not required, but are encouraged, to take the online training. These individuals should be supervised while working with animals.
5. Documentation of training beyond the required online CITI course is the responsibility of the Principal Investigator or facility manager.
6. Investigators provide assurance that all research staff are appropriately qualified and trained when the IACUC protocol is submitted.

Optional Training Courses

The training staff of the Office of the Attending Veterinarian provides free techniques courses and wet labs on both a regularly scheduled basis and/or on an as-needed basis. Topics covered include working with microisolator caging, general mouse handling, general rodent procedures, rodent survival surgery, etc. Specific training needs are arranged on an individual basis and include items such as stereotaxic surgery techniques.

<http://ular.osu.edu/training/animal-handling-and-technique-training/>

Applicable Regulations

1. Animal Welfare Act Regulations (AWAR, 9 CFR, Chapter 1, Subchapter A) , p. 36
2. Health Research Extension Act of 1985 and Public Health Service (PHS) Policy on Humane Care and Use of Laboratory Animals, p. 5
3. National Research Council *Guide for the Care and Use of Laboratory Animals*, Eighth Edition. National Academy of Sciences, 2011, p. 15
4. AVMA Guidelines for the Euthanasia of Animals, p. 11
5. The Federation of Animal Science Societies *Guide for the Care and Use of Agricultural Animals in Research and Teaching*, p. 3

History of Revisions

027-00 - new policy approved 10/2002

027-01 - revised to provide information for the online course and to describe who is required to complete the course approved 11/16/2012

027-02 – revised to indicate that using the CITI online training program and to provide option for alternative to the online training course.