



USE OF IACUC HOLDING PROTOCOL

Overview/Purpose

Animal use activities at The Ohio State University adhere to federal regulations and must be reviewed and approved by the Institutional Animal Care and Use Committee (IACUC). The [IACUC Animal Holding Protocol](#) was established to temporarily cover care of animals that otherwise would not be on an IACUC approved protocol.

Requirements

1. Situations when the IACUC Holding Protocol can be utilized:

- Animals from an expired or terminated protocol.
- Animals on a protocol that has been suspended or under investigation for potential non-compliance issues where the welfare or well-being of the animals are in question.
- Animals from investigators new to the university that do not have an IACUC approved protocol, but need immediate housing of animals at Ohio State.
- Animals from investigators leaving Ohio State, but do not have the necessary approvals to transfer animals to the new institution/entity.
- Animals ordered on a protocol where the number of animals used is equal to or greater than the number of animals approved on the IACUC protocol.

2. Process for the transfer of animals to the IACUC Holding Protocol

- **Animal Transferring:** Transfer of OSU animals onto or off the Holding Protocol will be initiated by the IACUC staff. Transfer of animals to or from another institution will be initiated by ULAR staff with approval from the IACUC Chair.
 - **Notification to PI:** The IACUC or ULAR staff will inform the Principal Investigator on what activities can be conducted on the holding protocol (see “Limitations of Work with Animals on the IACUC Holding Protocol” below).
 - **Notification to ULAR:** IACUC staff will notify the ULAR Operations Manager when animals are being transferred to the Holding Protocol to help assist in placing notices on cages.
- **Incoming PIs that plan to Breed Animals:** New Investigators, moving animals from another institution to OSU, will need to perform an extra step before animals can be bred. A description of the purpose of the study and why breeding is necessary to accomplish the goal(s) must be submitted to the IACUC Office. Alternatively, new investigators can provide a copy of their animal use protocol breeding justification from their originating institution. This description will be reviewed by the IACUC Chair for approval to breed on the Holding Protocol.
- **Incoming Animals and Quarantine:** Incoming animals from another institution will not be released from quarantine until they are transferred to the investigator’s protocol.
- **Time on Holding Protocol:** Animals remaining on the holding protocol for over 60 days will initiate a review by the IACUC to determine if ongoing maintenance on the holding protocol is appropriate.

- **Signage for Holding Protocol:** A notice will be placed at the cage, rack or room level to identify animals on the holding protocol. If a cage has one of these notices on it, then only the procedures listed below (see “Limitations of Work with Animals on the IACUC Holding Protocol” below) can be performed.
- **Funding of Animals:** The Principal Investigator or Study Team member must provide a chart field account not associated with external funding for billing of per diem charges, unless funding of animals on a Holding Protocol is allowed by the sponsor. These new chart field accounts must be provided to the IACUC Office.
- **Adding Study Team Members to the Holding Protocol:** The Principal Investigator or Study Team Member must make a request to the IACUC Office to add study team members to the holding protocol if they will be providing for the care of the animals.
- **Adding Experimental Diets to the Holding Protocol:** The Principal Investigator or Study Team Member must make a request to the IACUC Office to ensure a specialized diet is on (or added to) the Holding Protocol. An amendment may need to be submitted for IACUC approval of this diet. Subsequent care will depend on the agent(s) being provided.
- **Administrative Actions:** Administrative activities on the holding protocol will be coordinated through the IACUC Office. Such activities include: Animal ordering/transfers, personnel additions/deletions, and amendment creation/revision/withdrawal. Any personnel on the holding protocol as Key Personnel will work through the IACUC Office in regards to these activities.

3. Limitations of Work with Animals on the IACUC Holding Protocol:

- **Maintenance/Husbandry of Animals:** Animals may be cared for and maintained by ULAR Staff or Study Team Members of the Holding Protocol. This may include special diets of feed and/or water.
- **Usage for Research:** Animals cannot be used for research, instructional purposes or testing while on the IACUC Holding Protocol.
- **Location of Animals:** Any animal transferred to the Holding Protocol will be moved to the ULAR Vivaria if possible. If animals cannot be housed in ULAR, they may remain in the Satellite Housing Area. If animals are housed in a Satellite Housing Area, then study team members who will provide husbandry care to animals must be listed on the Holding Protocol.
 - **Note:** Animals transferred to the Holding Protocol may remain in the same location where they were before the transfer. This does not affect the limitations set upon animals that have been put on the Holding Protocol.
- **Euthanasia and Tissue Collection:** Animals will not be euthanized for research purposes. If euthanasia for standard care must be done, then the procedure will be conducted by dedicated animal care staff or members of the holding protocol study team. No tissue may be utilized from animals that are euthanized under the IACUC Holding Protocol.

- **Necessary Special Diets or Oral Medications:** Special diets or oral medications that are medically necessary will continue to be provided to the animals while on the Holding Protocol under veterinary oversight.
- **Veterinarian Care:** Attending Veterinarian and veterinary staff have full discretion and authority for all veterinary treatment and euthanasia of animals on the Holding Protocol.

Applicable Regulations

- Animal Welfare Act (AWA, Public Law 89-544, 7 U.S.C.)
- Animal Welfare Act Regulations (AWAR, 9 CFR, Chapter 1, Subchapter A)
- Health Research Extension Act of 1985 and Public Health Service (PHS) Policy on Humane Care and Use of Laboratory Animals
- National Research Council *Guide for the Care and Use of Laboratory Animals*, Eighth Edition. National Academy of Sciences, 2011
- AVMA Guidelines for the Euthanasia of Animals
- The Federation of Animal Science Societies *Guide for the Care and Use of Agricultural Animals in Research and Teaching*

History of Revisions

037-00 - New policy approved 11/01/2009

037-01 – Added information about requirements for new investigators requesting breeding 04/19/2013

037-02 – Removed time limit for animals allowed on holding protocol 05/16/2014

037-03 - Added clarification for requirement if special feed and water is needed. Removed a restriction for breeding pairs. Reformat.