INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC) INFORMATIONAL MEMO

January 2008

In order to provide better service to our Principal Investigators, research staff, and administrative managers, the Office of Animal Care and Use (OACU) has compiled this informational memo. Please feel free to call the OACU staff if you have any questions about any items in this memo.

OACU location in Bioinformatics
OACU is located on Mason Farm Road in Suite 1140 of the Bioinformatics Building (first floor, first office suite on the right). Campus box and email address, phone number, and web address are still the same.

Compliance Issues

Administrative Issues

AAALAC Summer 2008 Site Visit
UNC Chapel Hill will host a site visit by the Association for the Assessment and Accreditation for Laboratory Animal Care, International (AAALAC) on July 6-8, 2005. The University’s participation in this accreditation process is voluntary and represents a commitment to high quality animal care and use. The site visit team will consist of four laboratory animal veterinarians with a wealth of experience in academic research programs.

Part of the evaluation will consist of visiting investigator laboratories where animals are used. There is no need to stop research activity during this time. The site visitors will be escorted, but may drop in any time during the site visit, so some basic preparations would be prudent. If the principal investigator will not be available to answer questions, please have the laboratory coordinator available. Please ensure that all procedures conducted are described in a protocol approved by the IACUC. Please make sure the lab is clean and orderly. Areas where surgical procedures are conducted will be a particular focus.

Typical questions asked by site visitors are:
1) Please describe the animal procedures conducted in the lab.
2) For surgical procedures, please describe sterile technique (animal prep, surgeon prep, instrument prep i.e. Are sterile gloves used? Is animal prep conducted in separate area from the surgery area? Are surgical instruments sterilized?)
3) What anesthetic agents are used? (For inhalants -- are anesthetic machines on a maintenance program? How is waste gas scavenged? Are high pressure tanks secured?)
4) What analgesic agents are used? What is the schedule of administration? (i.e. every 8 hours for two days) Are there records documenting analgesic usage?
5) Are surgery records kept and available for review?
6) Are controlled substances secured and are there logs of usage?
7) What are the study endpoints? How are animals euthanatized? If a guillotine is used how often is it sharpened?
8) What is the maximum length of time an animal stays in the lab?
9) What do you do if you notice a sick animal?
10) Is anyone in the lab allergic to animals?
11) What does one do if they believe they have an animal allergy?
12) Is everyone in the lab enrolled in the occupational health program?
13) Does the university have whistleblower protection for people who report animal concerns? If one had an animal use concern, how would it be reported and to whom?
14) How are animal carcasses disposed of?
15) How are animals transported to the lab? Through common corridors/elevators...? Are cages covered?

If you have any questions regarding the upcoming site visit please contact Drs. Lesley Marson (IACUC Chair), Tracy Heenan (Office of Animal Care and Use Director) or John Bradfield (Division of Laboratory Animal Medicine Director).

Training Issues

Monday Afternoon Training
In addition to the scheduled mouse, rat, and aseptic technique classes, the Molecular Biology Building (Glaxo) OACU training space is open for one-on-one training every Monday from 1:00 – 4:00 PM. We encourage research personnel who handle animals to make use of this service. Please contact Training and Compliance at 966-5569 to schedule appointments.

Other

Network of Laboratory Animal Coordinator (NLAC)
January and April meetings AAALAC site visit summary, University response to AnimalActivists

The NLAC Steering Committee encourages Principal Investigators to allow their laboratory personnel to participate as members of the NLAC steering committee and to attend quarterly NLAC seminars. NLAC is an excellent resource for individuals who use animals in research. NLAC’s goal is to enhance communication between animal research laboratory personnel,
IACUC, and DLAM. NLAC activities support the University’s mission to expand knowledge and teach individuals involved in all levels of animal research by providing a forum for the open exchange of ideas and an information network for policies, procedures, and regulations.

Join the NLAC Listserve. This is an avenue for laboratory animal coordinators to make contacts, exchange ideas, ask questions, and make suggestions. To subscribe to the NLAC listserve, compose an email message in text format to listserv@unc.edu. Leave the subject field blank and type ”subscribe nlac” in the body of the message. Be sure to erase any signature text that you have in your message.
Grant Comparison
All animal work described in a grant proposal that receives an award must also be described in an IACUC approved animal care application (ACAP). NIH expects research institutions to insure that this congruency exists. IACUC approved animal use applications may cover more procedures than described in the grant proposal. However, all procedures, animal species, drugs, routes of administration, etc. described in funded proposals must be IACUC-approved. Lack of congruency between the funded grant and the ACAP may result in serious consequences for the institution and possible retraction of NIH funding. The IACUC asks that each investigator conduct their own side-by-side comparison of grants and animal use applications in an effort to keep UNC-Chapel Hill in compliance with federal regulations.

Also, please note the following when entering Funding Source and Proposal Number in the General Information section of ACAP. In order to assist with linking an IACUC ACAP with a particular grant, please go into the General Information section within ACAP and indicate the Funding Source and Proposal Number with the links provided directly from RAMSeS (application for grant, contract, or cooperative agreement Office of Sponsored Research at UNC-Chapel Hill). For your convenience, ACAP has a link directly to RAMSeS in the General Information section of the online application form. If you need to access directly to RAMSeS, the web address is

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