INSTITUTIONAL ANIMAL CARE AND USE (IACUC)
AMENDMENT SUBMISSION GUIDELINES

Note: IACUC members can request review of any particular amendment at a convened meeting or can request a new full application.

Note: IACUC allows exceptions to these guidelines on a case-by-case basis.

Minor Application Changes: (These changes do not usually involve increased pain or distress)
Application changes are handled by designated review. All IACUC members receive a copy of the amendment and approval is designated to the individual or group indicated.

Chair or Vice Chair
- Small increase in animal numbers (≤ 25% of originally approved number and not in Pain Category E)
- Addition of another strain of the same animal species
  - e.g. different knockouts or Sprague Dawley to Wistar
- Change in the sex of animal to be used
- Repeat an experiment
- Addition of drug(s) / chemical(s) [agents may not be used to induce toxicity and the procedure must be consistent with the original, approved application]
- Addition of sample collection times
- Minor changes in behavioral/observation procedures
  - e.g. increasing the observation period for locomotor activity from 5 - 10 minutes

Division of Laboratory Animal Medicine (DLAM) Veterinarian
- Increase in experiment duration (if no surgery involved)
  - e.g. follow animals for drug effects from 2 weeks to 4 weeks
- Change in the method of euthanasia
- Change of the anesthetic or analgesic agent (must be an approved regimen for the species)

Significant Application Changes:

Updated 8/28/02, Revised 2/25/04, Revised 11/18/05, Revised 11/13/09; Revised 2/11/10
Application changes are handled by designated review. All IACUC members receive a copy of the amendment and approval is designated to the individual or group indicated.

**Chair or Vice Chair**
- Investigator transfer from one qualified faculty member to another.
- Minor change(s) in the degree of invasiveness of a procedure or in the degree of discomfort to an animal.
- Change in the duration, frequency, or number of minor procedures performed on an animal.
- Changes in animal number ≥ than 25% of originally approved number

**Chair/Vice Chair and DLAM Veterinarian**
- Addition of a painful procedure or movement of animals into Pain Category E
- Unanticipated marked increase in clinical signs or proportion of animal deaths

**Changes Requiring Submission of a New Application:**
All these changes require rewriting of the application and review by the IACUC at a convened meeting.
- Change in animal species
- Change in purpose or specific aim of study
- Addition of survival surgery (when the original application does not include survival surgery)

**Application changes handled by the Office of Animal Care and Use (OACU) review**:
- Addition of qualified personnel
- Addition of a qualified faculty collaborator
- Title / Funding Agency Change
- Change in the method of bleeding (only IACUC approved methods not requiring scientific justification)
- Removal of personnel

**Note:** An amendment is not required to remove personnel from an application. Send an email to iacuc@med.unc.edu requesting the removal of individual(s) from all appropriate applications. Include full name and PID number for each individual.