

IACUC Training and Compliance

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What is a Laboratory Animal Coordinator (LAC)?

- a skilled member of the research team that must ensure adequate training of all personnel handling animals on an IACUC approved protocol.

Becoming the LAC...

- The LAC will need to prove proficiency in all relevant animal techniques BEFORE being granted access to certify personnel.
- During the rodent wet labs, Training and Compliance Coordinators (TCC) will assess the degree of proficiency of the proposed LAC.

LAC Proficiency Assessment

- **Assessment:**
 - **I:** Allowed to train and certify laboratory personnel immediately
 - **II:** More experience required before able to train laboratory personnel **
 - **III:** Significantly more experience required before the level of proficiency required of a LAC attained **
 - ** Once you have a level of proficiency comfortable with training personnel, call a TCC for observation and subsequent certification access!

Laboratory Animal Coordinator Duties

- Attend formal training to be certified by an IACUC or DLAM representative to ensure that “investigators and other personnel are appropriately qualified and experienced for conducting procedures on living animals.”

Wet Labs

- IACUC Training and Compliance Coordinators will conduct rodent wet labs. To register visit our website at <http://research.unc.edu/iacuc/>
- Mouse Techniques
- Rat Techniques
- Aseptic Techniques.

Other Vertebrates

- DLAM Veterinary Services will provide one-on-one training for investigators using other species.
- Contact the Veterinary Surgical Lab Supervisor for appointments – anissa_anderson@med.unc.edu

Mouse Breeding

- *Mandatory Mouse Breeding Policy Lecture.*
- *Voluntary Basic Mouse Breeding Colony Management Lecture.*

Training Lab Personnel

- After the LAC is certified, s/he may train other researchers in the lab.
- **THE LAC MAY NOT TRAIN PERSONNEL IN DECAPITATION OR CERVICAL DISLOCATION WITHOUT ANESTHESIA.**
- If the P.I. changes the coordinator, s/he must inform the IACUC, and the new coordinator must receive the necessary training.
- On-line certification database - http://cfx3.research.unc.edu/iacuc_reg/

Certification Renewal

- All personnel – PI, LAC, Animal Handlers
 - IACUC /DLAM on-line orientation every three years.
 - Animal Handler Profile – every year.
 - Research Profile.
 - Lab Worker Registration
- Protocol approval will be contingent on completion of all orientation and training.
- Hands-on training and LAC didactic will be one time only.

Laboratory Animal Coordinator Duties

- Ensure that personnel are familiar with all aspects of the animal application.
- Copies of applications should be available in the lab for personnel to refer to (hard or electronic copies).

ACAP

- On-line animal use application.
- List all personnel on protocol.
- Certify techniques being performed *only*.
- Completing orientation does not add personnel to animal use applications –
AMENDMENT TO ADD NEW PERSONNEL
NEEDS TO BE APPROVED BY IACUC BEFORE
ANIMAL WORK OR DLAM ACCESS ALLOWED.

Grant Comparison

- Funding institutions heavily scrutinize UNC.
- IACUC approval required prior to funding.
- All animal procedures performed must be included on IACUC application.
- Animal procedures in grant must be congruent with approved IACUC application.
- Side-by-side grant/IACUC application comparison.

High Risk University

- Loss of more than \$100 million in NIH funding.
- Withdrawal of our letter of credit – reimbursement basis.
- More detailed financial reports.
- Approval from NIH before proceeding to next phase.

High Risk (cont.)

- Requirement for more technical or management assistance.
- Additional project monitoring.
- Inability to re-budget (no transfer of money).

Laboratory Animal Coordinator Duties

- Ensure that ALL personnel adhere to IACUC and DLAM policies

IACUC Inspections

- Semiannual Investigator Laboratories.
- Semiannual Animal Facilities.
- Departmental Informational Inspections (two year rotation).
- Unannounced Mouse Breeding Checks.
- Facility Spot Checks.
- Procedural Observation – schedule when new procedure or new personnel start.

Procedural Observation

- Contact an IACUC Training and Compliance Coordinator when initiating any of the following:
 - studies involving surgery (survival / non-survival).
 - behavioral studies involving aversive conditioning.
 - studies involving animals in pain category E.
 - studies with unanesthetized physical euthanasia.
- Failure to contact OACU prior to initiating studies is considered non-compliance and may result in sanctions

Physical Euthanasia

- All personnel performing physical euthanasia without anesthesia must be certified by one of the compliance team members.
 - Call 966-5569 to schedule an appointment.
- LAC'S CANNOT CERTIFY OTHER LAB MEMBERS FOR PHYSICAL EUTHANASIA.

Inhalational Euthanasia

- Individuals who use CO₂ or inhalational anesthetics for the euthanasia of rodents (any age) must ensure death before placing the carcass in the cooler. Death may be ensured by:
 - cervical dislocation.
 - decapitation.
 - thoracotomy.
 - organ harvest.

Proper Disposal

- Ensure the research staff place rodent carcasses in non-PVC containing, sealed plastic bags labeled with application identification number.
- Bags are provided in a variety of sizes by DLAM.
- Deposit carcasses in facility animal coolers.

Animals to be Euthanized by
DLAM Must be Identified by A
Euthanasia Card and Completed
Euthanasia Form.

No Euthanasia Permitted in
Animal Housing Areas Unless
Approved by the Committee or
Directed by a DLAM
Veterinarian.

Monitoring and Documentation

- Conduct and document frequent animal monitoring as deemed necessary by the IACUC and approved in the protocol.
- If animals are to be monitored by lab staff over the weekend, it may be beneficial to place a check-off sheet on the back of the room door. This will alert DLAM staff that the required observations are occurring.

Policies

- If investigator's staff is responsible for feeding, watering or cage changes, the investigator must maintain an up-to-date log within the animal room
- If investigator's staff is responsible for health monitoring, the investigator must maintain records in the animal room (eg. post-surgical)

Exceptions

- “Exceptions” are deviations from approved IACUC or federal policy.
- “Exceptions” are filed by investigator and must be approved by the IACUC.
- Cage cards of animals covered by exceptions must be marked with a red letter “E” in the upper right corner.
- An up to date copy of the “Exception” must be in the housing facility at all times.

Adverse Effects

- Report to Office of Animal Care and Use (OACU) & Veterinary Services *any* unanticipated adverse effects occurring in experimental animals.

Amendments

- Any changes to the approved application must be reviewed and approved by the IACUC prior to implementation.

Items Required in Laboratory

- Current approved animal use applications including amendments
- PI animal health records
- Drug logs - anesthesia and analgesia
- Laboratory safety plan and MSDS sheets
- Hazard signs

Lab Postings

- How to report animal mistreatment or animal use application noncompliance
- Posting of emergency telephone numbers
- Needle safety
- CO₂ Euthanasia Policy (if applicable)

Suggestions

- Euthanasia log.
- OACU Training Manuals.
- *Guide for the Care and Use of Animals.*
- Keep a telephone log of conversations with DLAM personnel such as Veterinary Technicians.

DLAM facilities

- New personnel should contact DLAM for a facility orientation.
- If you remove animals from the facility for procedures and wish to return them to the animal quarters, you must have prior DLAM facility supervisor approval.
- Please remember – Do not share building access cards or keys!!

DLAM Issues

- Biosecurity – facility/room access.
- Proper use of cage cards, attention to animal health cards, and yellow cage density cards.
- Green Health Check and Red Veterinary Care cards are the official health record.
- Do not throw colored cage cards away! DLAM staff will collect them.

Security Issues

- All personnel entering facilities must have valid UNC issued picture identification.
- Do not let unauthorized personnel into facilities.
- Make sure that all lab members are aware of any security alerts.
- Report any problems or suspicious activities to Campus Police immediately.

Emergency Contact

- Establish a 24-hour contact name and phone number (or beeper) that DLAM can contact at any time to ask animal health-related questions.
- Please do not use the lab phone number as the emergency contact number.

Animal Transport

- Animal transport is regulated by DLAM.
- Animals may be taken to PI laboratories for a maximum of 12 hours.
- Usually only for non-survival procedures
- Must have DLAM permission to return animals to DLAM facilities

Satellite Facilities

- A non-DLAM facility in which animals are housed for greater than 12 hours and are cared for by the principal investigator.

Satellite Approval

- Rigorous approval process.
- Daily animal care and observation required.
- Contact DLAM veterinary personnel to report any animal health concerns.
- Quarterly IACUC inspection.
- On-line animal census documentation.

And to conclude....

Network of Laboratory Animal Coordinators

- A useful collection of people that exchange ideas and experiences.
- Serves as the liaison that improves communication between PIs and the IACUC.
- Research.unc.edu/nlac/

Useful Websites

- Office of Laboratory Animal Welfare
www.grants.nih.gov/grants/olaw/olaw.htm
- *Guide for the Care and Use of Lab Animals*
www.nap.edu/readingroom/books/labrats
- IACUC www.research.unc.edu/iacuc
- DLAM www.research.unc.edu/dlam
- EHS ehs.unc.edu

Contact Information

- Dr. Tracy Heenan, OACU Director - tral@med.unc.edu
- Dr. John Bradfield, DLAM Director - john_bradfield@unc.edu
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