



PI:		Inspection Date:	
PI PID		Inspectors	
Inspection ID			
Inspection Type	Satellite		
Lab Coordinators			
Deficiency Count:	0	Inspection Comments:	0

1. BRIEF SUMMARY OF WORK CONDUCTED IN THE LABORATORY

Summary Conducted

[Previous deficiencies] How corrected?

2. DOCUMENTATIONS and IACUC POSTINGS

Describe availability of emergency contact information (in facility, to OACU). Last update in animal facility?

Verify: Hazardous agent warning signs (i.e., radiation, biohazard, chemicals, ABSL)

Verify: Postings (Reporting an Animal Concern, CO2 Euthanasia, Needle Safety, Emergency Phone Numbers)

Other

3. HEALTH AND SAFETY

Describe handling/storage of gas cylinders; eyewash checks; Verify: certification of hoods/cabinets

Describe storage, disposal of sharps containers

[Chem/Bio hazards in animals] Describe process for identifying hazards, notifying handlers in lab and facility; Describe training of laboratory personnel prior to initial use

[Iso, acrylic, fumes] If active scavenging: describe

If passive scavenging/bench top/induction chamber: describe scavenging volatile fumes. Vaporizers: F/air canister weight and placement, vaporizer certifications; EHS assessment/documentation?

Describe disposal of animal carcasses

Describe disposal of hazardous waste

Describe labeling/identification of secondary containers in lab and DCM facilities

How/when animal handlers update online training? (e.g., Animal Handler form, DCM orientation, etc.) Who verifies?

How and for what instances are animal handlers advised to contact the University Employee Occupational Health Clinic? All new animal handlers registered with UEHC?

Other

4. ANIMAL CARE

Describe monitoring and animal care

Describe interpretation of unexpected/adverse outcomes, response based on protocol(s)

Describe steps taken if animal health concern discovered

Describe how animals are transported to/from lab? (disposal/return of transport boxes/cages?)

Describe all euthanasia methods

[Cervical dislocation/decapitation] How is training ensured? [Sharps] How ensure tools sharp/adequate (e.g., frequency)?

[Breeding] Describe monitoring of breeders/pups; [Euthanizing pups prior to weaning] How unweaned pups accounted for in animal usage table, reported semi-annually?

[Toe clipping] Justification? Describe Standard

Check monitoring documentation/humane endpoints as described in protocol

[USDA-regulated species] Review clinical records for individual animals (if singly housed = cage card)

Other

5. AGENTS ADMINISTERED

How ensure only pharmaceutical or veterinary grade agents used? (Sigma, USP reference standards cannot be used clinically)

[Non-pharmaceutical agents (e.g., TBE/avertin)] Describe justification for use; Describe preparation; Verify: approval in Section 11.3

Describe analgesia/anesthesia used

How ensure drugs and biological agents are within expiration date? How distinguish expired drugs?

[Controlled substances] Verify: documentation (stock and working solutions; disposal); locked

Verify: proper records maintained for agents used for anesthesia, analgesia, euthanasia, and acute intervention

Other

6. PHYSICAL PLANT- Lab Space

Interior surfaces smooth and impervious to moisture (no tape, cardboard)

[Behavior studies] Describe sanitization of equipment (in lab and facility) and verification of efficacy of sanitization

Other

7. SURGICAL PROCEDURES: General Considerations

[all] Describe process of minimizing traffic, visibility to non-researchers

[all] Describe sanitization between surgeries; Fixed equipment is sanitizable

[SS] Describe design/separation of functional components (i.e., animal preparation, surgical area, post-op recovery)

[SS] Surgical area clean and uncluttered; not used for anything else during procedure

[non-rodent USDA SS] Physically separate prep vs surgical room; Positive air pressure in surgical room

Other



8. SURGICAL PROCEDURES: Anesthesia/Analgesia Documentation

[all] Describe how depth of surgical anesthesia assessed

[all] Review surgical records to ensure appropriate records for anesthesia and preoperative care

[SS] Describe procedures for administering and monitoring analgesia

[SS] Records of postoperative care including analgesia agents (all species)?

Other

9. SURGICAL PROCEDURES: Aseptic Technique for Survival Procedures

Describe how surgical instruments sterilized prior to surgery. [Autoclave] Ensure appropriate procedures (e.g., storage, autoclave temperature tape, expiration date visible, biological indicators)

Describe how instruments entering sterile field (e.g., drill bit, cannula) are sterilized, process for sterilizing instruments between animals for serial surgeries

Describe how proper use of hot bead sterilizer is ensured

[Cold sterilization] Describe agents and contact times (according to manufacturer recommended exposure time?); Agents on approved Standard list

Describe what surgeons and surgical assistants wear during surgery (if non-sterile gloves, no touch surgery?)

Describe general steps of surgery (prep, procedure, recovery)

Describe thermoregulation during/after surgery

Describe material used to close surgical incision. [Suture] describe pattern, Verify: sterile and not expired; [Staples/clips] when remove?, Verify: sterile and not expired

Other

10. SATELLITE FACILITIES

Describe changes in environment since last inspection. (noise, illumination, vibration, animal death, temperature extremes, etc.)

Maintaining electronic census/Acquired new animals with regular report to OACU. Source? Permits on file, if necessary?

Describe how equipment is sanitized and how efficacy of sanitization is verified.

Sanitation schedule (daily/weekly/monthly/annually) maintained

Verify: documentation for daily feed/water/observation

Animal identification posted (PI, ACAP ID #, species, source)

Verify: Disaster Plan in place, reviewed by personnel, annual review, personnel and contact updates since last provided to OACU

Health/mortality records/reports routinely provided to Vet Services (i.e., multiple removed from population)

HVAC – temperature, humidity, airflow adequate

Food stored in sealed container with date of expiration/milling. Describe plan for interruption to supply

Pest control (frequency, effectiveness)

Other

11. AQUATIC FACILITIES

Describe process for training personnel in H2O quality, animal health monitoring?

Describe disease surveillance and quarantine practices in place for new arrivals and sick animals; separation based on health status

[MS222] Describe pharmaceutical grade, preparation, storage; proper disposal

Chlorine/chloramine/chemicals removed or neutralized, regular water quality testing conducted

Nitrate/nitrite/ammonia levels measured to confirm proper biofiltering

Temperature/humidity values recorded; check for fluctuations

Sanitation schedule (daily/weekly/monthly/annually) maintained

Tank allows for undisturbed observation, appropriate enrichment present

Other