



HOW TO BECOME A LABORATORY ANIMAL COORDINATOR

The process of becoming a Laboratory Animal Coordinator (LAC) involves the steps listed below. Not all LACs train personnel as part of their LAC duties. Therefore, **Step 3** only applies to LACs that are planning to train/certify laboratory members in hands-on animal techniques.

1: Ensure that all online pre-requisites are completed and submitted. ([IACUC and DCM on-line Orientations](#), [Animal Handler Profile](#), [Lab Worker Form and Research Profile](#))

2: Attend the Laboratory Animal Coordinator Lecture.

3: Attend formal training to prove proficiency in all relevant animal techniques. This must occur **BEFORE** the LAC is allowed to train and certify laboratory personnel.

- For rodent handling the [DCM Training Team](#) will assess proficiency.
- DCM veterinary services will train and assess personnel for non-Isoflurane vaporizer anesthesia technique. Contact [Veterinary Services](#) for an appointment.
- It is not required that laboratory personnel be trained by their LAC. They may instead attend DCM handling classes. However, in order to improve the DCM training load and efficiency, LACs are strongly encouraged to train their laboratory personnel.

The **Proficiency Assessment** is as follows:

I: May train and certify laboratory personnel immediately after training

II: Needs more experience before training and certifying laboratory personnel **

III: Requires significantly more experience before attaining the level of proficiency required for a LAC to train and certify laboratory personnel**

**Once a LAC has attained a higher level of proficiency and is comfortable training laboratory personnel, the LAC should contact a DCM for re-evaluation at 966-5569.

4: If Mouse Breeding is included on an approved protocol, the LAC must attend the **mandatory** Mouse Cage Density Lecture. The Colony Management Lecture is highly recommended, but is voluntary.

5: Once the LAC has completed all necessary training and certification, submit an amendment to reflect the addition of the new LAC. The amendment must indicate the name of the proposed LAC and the role of '**Laboratory Coordinator**' must be added to the individual's profile.