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Standard Operating Procedure

1. Purpose

To outline the minimum standard of observations required for research and teaching animals at Central Oregon Community College.

2. Scope

All units using animals for teaching or research must observe animals daily for signs of illness, injury, or abnormal behavior.

3. Prerequisites

Principal Investigators must ensure research and animal care personnel listed on their Animal Use Protocol have been trained to recognize signs of illness, injury, or abnormal behavior in the species used in the research/teaching activity. Training must be documented on the individual's training record.


4. Responsibilities

All animals must be observed daily for signs of illness, injury, or abnormal behavior by a person who has been trained to recognize such signs.

5. Procedure

Daily Observations:

- All animals must be observed daily for signs of illness, injury, or abnormal behavior by a person who has been trained to recognize such signs.
 - Observations must be recorded at least daily.
- Refer to species-specific observation policies in the individual husbandry standard operating procedures (SOPs) established by the Attending Veterinarian. These SOPs are available through the IACUC office and are the minimum standard of observations required for each species.

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Sick, Injured and Dead Animals:

- Upon finding a sick or injured animal, husbandry or laboratory staff will isolate the animal and notify the appropriate clinical veterinarian specified in the Animal Care and Use Protocol.
 - The animal will then be assessed by the clinical veterinarian or a veterinary technician in consultation with the clinical veterinarian.
 - The clinical veterinarian may euthanize an animal found to be moribund or in severe pain or distress after attempting to contact the investigator or their designee.
- Records of the diagnosis, testing, delivery of medical treatments, and final resolution must be maintained by the facility or veterinary service.
 - Medical records standards are described in “Animal Medical Records” (SOP# AV 20-111).
- Assurance that compliance with study and humane endpoints is very important and recurrent or significant problems should be communicated to the IACUC.
- Unexpected deaths, unexpected or increased mortality must be documented and investigated as potential sources of infection or possible research complication.
- The COCC Attending Veterinarian has the authority to immediately suspend an activity that causes significant animal welfare or health concerns. The AV will immediately notify the IACUC of any such situation.

6. *References*

1. Institute of Laboratory Animal Resources: Guide for the Care and use of Laboratory Animals, National Academy Press, Eighth Edition (http://www.nap.edu/catalog.php?record_id=12910).
2. Animal Welfare Act and Animal Welfare Regulations. United States Department of Agriculture (https://www.aphis.usda.gov/animal_welfare/downloads/Animal%20Care%20Blue%20Book%20-%202013%20-%20FINAL.pdf).
3. National Institutes of Health: Public Health Service Policy on Humane Care and Use of Laboratory Animals (<http://grants.nih.gov/grants/olaw/references/phspol.htm>).
4. The Federation of Animal Science Societies: Guide for the Care and Use of Agricultural Animals in Research and Teaching, 3rd Edition, 2010 (http://www.fass.org/docs/agguide3rd/Ag_Guide_3rd_ed.pdf).
5. AVMA Guidelines for the Euthanasia of Animals: 2013 Edition (<https://www.avma.org/KB/Policies/Documents/euthanasia.pdf>).
6. Animal Medical Records (SOP# AV 20-111).



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Department Attending Veterinarian

7. Definitions

1. AV – Attending Veterinarian – responsible for the health and well-being of all laboratory animals used at the institution
2. SOP – Standard Operating Procedure – established or prescribed methods to be followed routinely for the performance of designated operations or in designated situations
3. IACUC – Institutional Animal Care and Use Committee – responsible for assessment and oversight of the institution’s animal care program components and facilities
4. PI – Principal Investigator – a Central Oregon Community College employee having the background and training in scientific and administrative oversight necessary to conduct and manage the proposed study
5. AUP – Animal Care and Use Protocol – protocol created by the principal investigator of the proposed research, testing, or educational study
6. Protocol – Animal Care and Use Protocol – protocol created by the principal investigator of the proposed research, testing, or educational study
7. COCC – Central Oregon Community College
8. Guide – the *Guide for the Care and use of Laboratory Animals*
9. AWA – Animal Welfare Act – requires that minimum standards of care and treatment be provided for certain animals bred for commercial sale, used in research, transported commercially, or exhibited to the public
10. PHS – Public Health Service – establishes guidelines for the proper care of animals to be used in research
11. Clinical veterinarian – the Attending Veterinarian or designee

Revision	Author	Revisions Made	Effective Date	Approval
1	Cindy Elston	• New SOP	11/13/16	Cindy Elston (AV)
2	Cindy Elston	• Removed veterinary technician able to euthanize animals	3/16/17	Cindy Elston (AV)