# Table of Contents

1. Animal use protocols: Terrestrial vertebrate eggs in research
2. Animal use protocols: Blood withdrawal
3. Animal use protocols: Changes requiring amendments versus new protocols
4. Animal use protocols: Deferral to subcommittee
5. Animal use protocols: Feed/water restriction
6. Animal use protocols: Fish in research
7. Inter-institutional Collaborations
8. Housing of Animals from Other Institutions
9. Animal use protocols: Justification of numbers
10. Animal use protocols: Type B, C, D, and E
11. Wet lab training
12. Clinical research: Regulatory oversight
13. Use of Animal Control Center Subjects in Teaching Protocols
14. Facility inspections and programmatic review: Frequency and timing
15. IACUC: Training of new members
16. IACUC: New member recruitment
17. IACUC: Investigators appearing before the IACUC
18. IACUC: Proposal Routing and Approval Form (PRAF)
19. IACUC: Submission of late protocols
20. IACUC: Approval of studies involving known zoonotic agents and human pathogens in animal rooms
21. LSU owned herd: Oversight
22. Rules and Regulations course: Failure to attend
23. Minimizing Research Animal Use
24. Protocol Distribution: Designation of persons who should receive copies of approved IACUC protocols
25. Alternative Protocol Approval Mechanism
26. Animal Use Protocols: Rodent Cumulative Tumor Burden
27. Animal Use Protocols: Use of Analgesia
28. Occupational Health and Safety Program (OHSP) for Animal Biosafety Level 3 (ABSL3) Protocols
29. Transfer of Animals between Approved Protocols or to Other Institutions
30. Annual Review of IACUC Policies
31. Daily Animal Observations
32. Social Housing of Animals
33. Reporting Animal Welfare Concerns
POLICY #1

Title: Animal use protocols: Terrestrial vertebrate eggs in research

Purpose: To establish that projects utilizing unhatched terrestrial vertebrate embryos at or after 80% of mean incubation period, require IACUC approval.

Background:

1.1 The NIH/OLAW has issued the following interpretation of PHS Policy for research involving avian embryos,

“The PHS Policy is applicable to proposed activities that involve live vertebrate animals. While embryonal stages of avian species develop vertebrae at a stage in their development prior to hatching, OPRR (now OLAW) has interpreted ‘live vertebrate animal’ to apply to avians (e.g., chick embryos) only after hatching.”

1.2 In “The IACUC Handbook”, the authors add the following,

“... However, the risk of eggs hatching and producing chicks (requiring food, water, proper housing, and veterinary care and placing them under the purview of PHS Policy) dictates that IACUCs consider developing policies for different aged avian embryos, newly hatched birds, and the point at which bird embryos are considered vertebrate animals. For chickens, the last 3 days of incubation (incubation days 18 to 21) represent the last stage of embryo development and coincide with the chick drawing the yolk sac into the body and having sufficient pulmonary maturation to handle oxygen and carbon dioxide exchange. During this period of time, some chicks may hatch normally and some prematurely hatched chicks could survive outside of the egg with little additional care.”

Policy:

In consideration of the above, the IACUC requires submission of an animal use protocol for projects utilizing pre-hatched terrestrial vertebrates at or after 80% of mean incubation period has been reached.

Date established: April 15, 2004
Date last amended: 
Date last reviewed: July 14, 2011
POLICY #2

Title: Animal use protocols: Blood withdrawal

Purpose: To protect animal well-being by establishing limits to the volume, frequency, and site of blood collection from animals used on approved teaching and research protocols.

Background:

1.1 Most mammals contain ~6.7ml blood/100 gm body weight. Studies have shown that hemodynamic changes result from losses >30% of total blood volume.

1.2 Studies in rats, dogs, and horses have shown that when erythrocytes are returned and plasma replaced, up to 33% of blood volume may be removed weekly for several months without causing harm to the animal.

1.3 Recent advances in the humane care of laboratory animals have included recommendations that blood be removed from the facial artery of mice (“submandibular” bleeding), as a humane alternative to retro-orbital sinus bleeding, which is considered more stressful to mice, and has the potential to result in greater tissue damage and pain versus submandibular bleeding.

Policy:

2.1 The maximum volume of blood that can be safely collected from an animal is that volume which represents 1.5% of the animal's body weight over the course of two weeks. This figure was derived as follows: Blood volume = 6.7% of body weight; 22% of blood volume can be safely removed from an animal each two weeks. Blood collection in excess of 1.5% of body weight in a two week period may be approved by the IACUC if scientific justification is provided by the investigator.

2.2 When erythrocytes are returned to the animal, up to 33% of total blood volume (2.2% of body weight) may be removed weekly. Plasma should be replaced with an equal volume of lactated Ringer’s solution, normal saline, or suitable volume expander.

2.3 For mice, acceptable sites of blood collection include the facial artery (submandibular bleeding), saphenous vein, heart (under anesthesia), or tail artery. Retro-orbital bleeding (under anesthesia) may only be performed by trained personnel when justified for scientific reasons and when approved by the IACUC.

Date established: April 15, 2004
Date last amended: May 11, 2006
Date last reviewed: July 14, 2011
POLICY #3

Title: Animal use protocols: Changes requiring amendments versus new protocols

Purpose: To provide guidance concerning when changes in research projects warrant protocol amendments versus submission of a new animal care and use protocol.

Policy:

1.1 As a general guideline, in determining when a protocol amendment is warranted, versus a new protocol submission, the IACUC should evaluate whether the proposed changes are significant or minor, and if and how the changes affect the intent and focus of the research. In general, if the intent and focus of the research is altered by the proposed changes, a new protocol should be submitted. In contrast, if the proposed changes do not alter the intent and focus of the research, but simply extend the scope of the project, an amendment is sufficient. Also, significant changes require submission of a new protocol, whereas minor changes may be approved through submission of an amendment.

1.2 Examples of significant changes requiring submission of a new protocol (as cited by NIH/OLAW) include:

1.2.1 Changes in the study objectives.
1.2.2 Change from non-survival to survival surgery.
1.2.3 Change in the degree of invasiveness of a procedure or level of discomfort that will be experienced by an animal.
1.2.4 Change in class of animal used.

1.3 Examples of significant changes requiring only a protocol amendment include:

1.3.1 Addition of another strain, species, genus, family, or order of animal.
1.3.2 Change in sex or number of animals to be used.
1.3.3 Need to repeat an experiment.
1.3.4 Change in duration, frequency, or number of procedures performed, such as addition of minor surgery or additional noninvasive sampling.
1.3.5 Addition of a course to an approved protocol.
1.3.6 Transfer of animals from one approved protocol to another.
1.3.7 Change in adjuvant.
1.3.8 Change in route of immunization.

1.3.9 Change in anesthetic agent(s), method of euthanasia, or the use or withholding of analgesics.

1.4 The IACUC should be notified, though approval does not need to be requested, when the following changes in administrative information occur:

1.4.1 Changes in personnel.

1.5 Examples of activities requiring neither protocol submission nor IACUC notification:

1.5.1 Activities for which the primary purpose is exhibition or demonstration of privately owned animals or continuing education activities where no experimental or manipulative instructional procedures will occur.

Date established: April 15, 2004
Date last amended: 
Date last reviewed: July 14, 2011
POLICY #4

Title: Animal use protocols: Deferral

Purpose: To describe the circumstances under which submitted animal care and use protocols are deferred to the next meeting, to a designated reviewer, or may be approved pending receipt of specific information.

Background:

1.1 Often, animal care and use protocols or protocol amendments are found lacking information, thereby precluding approval. In keeping with federal guidelines, the IACUC then requires modifications in the protocol or amendment in order to secure approval.

1.2 To accomplish this, protocols or amendments may be deferred until the next regularly scheduled meeting of the IACUC, may be deferred to a designated reviewer/reviewers, or may be approved pending specific information agreed upon by the IACUC.

Policy:

2.1 Protocols may be deferred until the next regularly scheduled meeting. This usually occurs when large amounts of information are needed to bring the protocol into compliance.

2.2 Protocols and amendments may be deferred to a designated member reviewer/reviewers (DMR) when the IACUC agrees in principle on the changes required for approval, but wants to ensure that the specific changes proposed by the investigator are appropriate. Once the changes have been received the designated reviewer may respond with one of the following choices.

2.2.1 Approve.
2.2.2 Request further changes to achieve approval.
2.2.3 Send the protocol back to full committee for further review.

2.3 In contrast, when the IACUC requests prescribed information that does not require specific expertise for verification, those protocols or amendments can be approved pending receipt of specific information. Examples would be a signature, a date, a check in a specific box, etc.

2.4 The decision to defer a protocol to the next regular meeting or to approve pending receipt of specific information can be made by a majority of the quorum present. The decision to send the protocol to DMR can be made by a quorum, however, the vote must be unanimous.

2.5 If any IACUC member requests full committee review of the protocol or amendment after changes have been made by the investigator, that protocol or amendment will be reconsidered at the next regularly scheduled meeting.
Date established: September 9, 2004
Date last amended: October 13, 2011
Date last reviewed: October 13, 2011
POLICY #5

Title: Animal use protocols: Feed/water restriction

Purpose: To provide for the humane care of animals used in teaching and research by ensuring that feed and water restrictions are of appropriate degree and duration so as not to compromise the health or well-being of the animals involved.

Policy:

1.1 For pre-surgical preparation, investigators are encouraged to fast dogs, cats, and other large, non-ruminant species overnight. Ruminants should be fasted for two days. Water restriction should be limited to the day of the surgery in all animal species larger than a rabbit. There is no need to fast or water deprive rodents or rabbits prior to surgery. Neither rodents nor rabbits can vomit stomach contents, and rabbits can store a gastric food bolus for up to 12 days.

1.2 For experimental studies, short-term withholding of food or water is allowed when specified in the animal use protocol. A description of monitoring procedures must be included. Short-term feed and/or water deprivation means deprivation for up to 16 hours in non-ruminants, and 48 hours in ruminants, since these periods are equivalent to those adopted for pre-surgical preparation. Feed and/or water restriction beyond these limits must be justified for scientific reasons.

1.3 It should be noted that some species (e.g. rats), normally only feed in the dark phase of their photoperiod. Therefore, withholding food overnight results in a fast that includes the period of the previous day, roughly an additional 10 hours.

1.4 Other species not specifically identified will be considered on a case-by-case basis as described in the approved animal care and use protocol.

Date established: September 9, 2004
Date last amended: 
Date last reviewed: August 11, 2011
POLICY #6

Title: Fish in research

Overall Purpose: To provide I.A.C.U.C. and fish researchers with information and guidelines for evaluating and submitting Animal Care and Use Protocols involving research with fish.

Section 1.0: Fish larvae in research

Purpose: To describe the stage at which the use of larval fish of oviparous species must be covered by an approved protocol.

Background:

1.1.1 Occasionally, investigators propose to conduct experiments using newly hatched fish larvae. It is known that larvae obtain sustenance from their yolk sac post-hatching. Thereafter, they must feed or starve.

1.1.2 The age at which fish become sufficiently neurologically mature to require approval of an animal care and use protocol varies widely by species.

Policy:

The LSU I.A.C.U.C. requires approval for projects involving fish after they begin to consume food.

Section 2.0: Field studies involving fish

Purpose: To ensure that I.A.C.U.C. and field researchers utilize sound scientific and professional guidelines in evaluating and submitting animal use protocols for field investigations involving fish and to promote the principle of humane euthanasia of fish involved in field studies.

Background:


2.1.2 The LSU I.A.C.U.C. supports the policies in this guideline with regard to collecting methods, live capture techniques, field restraint (anesthesia and other chemical restraint), handling and transport, physical facilities for temporary holding and maintenance, field acclimation, collection of blood and other tissues, and marking and tagging and field euthanasia.

Policy:

2.2.1 Protocols should adhere to the procedures outlined in the AFS guidelines to the extent possible within the constraints of the scientific investigation or field survey...
and protocols should state their adherence to these guidelines.

2.2.2 In instances where the proposal would not adhere to AFS guidelines the protocol should provide scientific justification for the proposed variance.

2.2.3 In instances where field manipulations of fishes are not covered by policies in the AFS guideline, the investigator should provide background information/references that support the proposed methods of handling and manipulating fishes.

2.2.4 Investigators collecting fish in the field are encouraged to anesthetize fish with MS222 or other suitable anesthetics as in the guidelines prior to euthanasia. The committee recognizes that this may be unfeasible when working with larger specimens or in remote locales. For small fishes, immediate immersion in an ice slurry may be substituted. For larger specimens, the investigator must provide scientific justification for not anesthetizing fish prior to euthanasia.

2.2.5 Investigators are advised that fish anesthetized with MS222 cannot be released into natural waters for 21 days in accordance with EPA rules, in order to prevent human consumption of previously anesthetized fish.

Section 3.0: Laboratory studies involving fish

Purpose: To ensure that I.A.C.U.C. and laboratory researchers utilize sound scientific and professional guidelines in evaluating and submitting animal use protocols for laboratory investigations involving fish and to ensure the humane euthanasia of fish.

Background:


3.1.2 The LSU I.A.C.U.C. supports the policies in this guideline with regard to acclimation to laboratory conditions, physical facilities, density of animals, feeds and feeding, water quality assurance, restraint and anesthesia, and euthanasia.

Policy:

3.2.1 Protocols should adhere to the procedures outlined in the AFS guidelines to the extent possible within the constraints of the scientific investigation.

3.2.2 In instances where the proposal would not adhere to AFS guidelines the protocol should provide scientific justification for variance from these guidelines.

3.2.3 In instances where laboratory manipulations of fishes are not covered by policies in the AFS guideline, the investigator should provide background information/references that support the proposed manipulations of fishes.
3.2.4 For fish euthanasia, MS222 should be utilized, unless another method can be justified for scientific reasons. If another form of chemical anesthesia will be proposed, suitable scientific background information should be provided in the protocol or consultation with the attending veterinarian should be described.

**Date established:**
This policy is a compilation of former policies #6 (approved September 9, 2004) and #8 (February 10, 2005).

**Approved November 9, 2006.**

**Date last amended:**

**Date last reviewed:** August 11, 2011
POLICY #7

Title: Inter-institutional collaborations

Purpose: To establish a formal written understanding between LSU and collaborating institutions regarding the responsibilities and oversight of animal care and use.

Background:

1.1 Occasionally, funds pass through LSU in the form of subcontracts or sub-awards to allow LSU faculty to conduct portions of sponsored research at other institutions (performance site). In these cases, work involving animals is approved by the IACUC at the performance site.

1.2 The IACUC recognizes that a formal written understanding and system should be in place for recognizing animal care and use protocols approved by the IACUC of the performance site, for establishing animal ownership, and for assigning responsibility to ensure appropriate animal care and welfare.

Policy:

2.1 The procedure for LSU IACUC to recognize animal care and use protocols approved by the IACUC of the performance site, establish animal ownership, and assign responsibility to ensure appropriate animal care and welfare will be as follows:

2.1.1 The principal investigator submits a cover letter requesting LSU IACUC recognition of approval by the IACUC of the performance site. The letter must indicate whether the performance site: a) has an approved Assurance Statement on file with OLAW, b) is registered with the USDA as a research facility, c) is accredited by AAALAC International, and, d) must state that the performance site institution owns any research animals involved in the approved project and accepts full responsibility to provide oversight of animal care and use in a manner consistent with the Guide (the “Guide”) for the Care and Use of Laboratory Animals, the Animal Welfare Act, and if applicable, the Guide for the Care and Use of Agricultural Animals in Agricultural Research and Teaching (the “Ag Guide”).

2.1.2 The investigator must provide a copy of the approved protocol and a copy of the approval letter from the IACUC at the performance site.

2.1.3 At the time of submission of the required material, the IACUC Secretary will assign the protocol an LSU protocol number.

2.1.4 The IACUC Chairperson will review the submitted material and make a determination whether to honor the approval of the IACUC at the performance site. A letter so stating will be sent to the investigator and to
the person at the performance site who signed their approval letter.

2.1.5 If the performance site is not AAALAC-accredited, representatives of the IACUC will visit and inspect the site for compliance with applicable animal care standards, including the “Guide”, the “Ag Guide”, and the Animal Welfare Act; or the IACUC will request video or photographic images of the performance site to ensure that the site is compliant with these standards. If the performance site is AAALAC-accredited, the LSU IACUC will accept such accreditation as assurance that the IACUC of the performance site institution is conducting semi-annual inspections and programmatic reviews in compliance with the standards listed above.

2.2 It should be noted that under the above arrangement, the performance site retains full ownership and responsibility for ensuring that animals used in their institution are cared for according to all applicable standards as listed above. This responsibility is to be clearly indicated in the approval letter sent to the investigator and to the IACUC of the performance site.

Date Established: February 10, 2005
Date Last Amended: February 9, 2012
Date Last Reviewed: June 16, 2011
POLICY #8

Title: Housing of animals from other institutions

Purpose: To establish a policy that will stipulate the conditions under which animals owned by other research institutions may be housed in LSU facilities.

Background:

1.1 The IACUC recognizes that shortage of space, specialized facilities, or pathogen status may occasionally result in faculty of other institutions requesting that animals be housed in LSU animal facilities.

1.2 The LSU IACUC must ensure that animals housed in LSU, regardless of the institution owning the animals, will be conducted in accordance with accepted standards of animal care and use, including the Guide for the Care and Use of Laboratory Animals (Guide), the Animals Welfare Act (AWA), and the 2000 AVMA Panel on Euthanasia.

Policy:

2.1 Animals from other institutions may be housed in LSU animal facilities following approval by the Director of the DLAM, and following receipt, review, and approval by the Chair of the LSU IACUC, of a copy of an approved animal use protocol and a letter of protocol approval issued by the IACUC of the guest institution.

2.2 Where zoonotic or human pathogens are to be used, housing of animals from other institutions in DLAM facilities also requires approval of the LSU Inter-institutional Biological and Recombinant DNA Safety Committee (IBRDSC). Following IBRDSC approval, the investigator must provide DLAM with an approved animal room door posting, describing pathogen containment procedures.

Date established: December 14, 2006
Date last amended: September 8, 2011
POLICY #9

Title: Animal use protocols: Justification of numbers

Purpose: To provide guidance on acceptable means of determining appropriate numbers of animals to be used in research protocols.

Background:

1.1 Both the “Guide” and the Animal Welfare Act require IACUCs to evaluate the “approximate number of animals to be used”, as well as the “rationale ... for the appropriateness of the ... numbers used”.

Policy:

2.1 Investigators must provide a rationale for the numbers of animals to be used. Rationale should be based on power analysis/sample size calculations, or the rationale can be based on past full experiments, either the investigator’s or others’ (published information); or pilot experiments. Where statistical comparisons will not be performed, for example in teaching laboratories or descriptive experiments, animal numbers should be supported by the investigator's thoughtful estimation of procedural needs.

2.2 Investigators are encouraged to perform power analysis to determine the number of animals needed to demonstrate treatment effects. Several websites have been created which guide investigators through the performance of a power analysis, using formulae embedded in the sites. The IACUC should inform investigators of the availability of these resources, through posting web addresses on the DLAM website.

Date established: November 10, 2005
Date last amended: September 8, 2011
Date last reviewed: September 8, 2011
POLICY #10

Title: Animal use protocols: Type B, C, D, and E

Purpose: To define the conditions under which experiments or teaching exercises involving animals are classified as type B, C, D, or E.

The USDA requires annual reporting of the numbers of covered animals involved in experimentation, teaching, or testing, according to the level of pain or distress those animals experience in the course of the covered activities.

Policy:

1.1 Type B projects are those in which animals will be bred, conditioned, or held for use in teaching or research. (e.g., a breeding colony of mice from which animals will be transferred to experimental protocols).

1.2 Type C projects are those in which pain or distress is not induced, or in which animals experience “no more than slight or momentary pain or distress”, or are simply humanely euthanized using methods approved by the AVMA Panel on Euthanasia (2000). Examples of methods causing no more than slight or momentary pain or distress include: compound injection, blood (other than by ear punch, tattoo, microchip implantation, and retro-orbital bleeding), urine, or fecal collection; gastric gavage; or tail snips (pre-weaning only). In all cases listed above, type C classification pertains when procedures are performed by trained persons proficient in the methods used.

1.3 Type D projects are those in which pain or distress is likely to be produced, but is prevented or relieved by appropriate therapy. Thus, all protocols that use anesthetics, or analgesics, or sedatives are Type C. Examples of procedures expected to cause pain or distress include: toe clipping; tail snips (at or after weaning); most other minor surgical procedures; and all major surgical procedures. In addition, due consideration should be given to the emotional distress that may accompany non-painful procedures. In determining whether an activity should be classified as type B, C, or D the investigator and IACUC should consider whether the procedure is likely to be painful or distressing in humans.

1.4 Type E projects are those projects in which pain or distress is likely to be produced, but cannot be prevented or alleviated by therapy because to do so would invalidate the experiment. In these cases, the investigator must clearly justify for scientific reasons the need to disallow pharmacological intervention or euthanasia.

Date established: September 18, 2008
Date last amended: September 8, 2011
Date last reviewed: September 8, 2011
POLICY #11

Title: Wet Lab Training

Purpose: To describe training required before conduct of procedures involving live animals

Background:

1.1 The “Guide for the Care and Use of Laboratory Animals”, the Federal Animal Welfare Act, and other regulations require that persons utilizing live animals in teaching or research be adequately trained.

1.2 The IACUC has determined that a “wet lab” represents an effective venue for training investigators and their staffs to humanely perform procedures on live animals.

Policy:

2.1 Each Principal Investigator will indicate on the animal care and use protocol whether personnel to be working with animals have or have not been trained in the assigned procedures and the date of that training. Participating personnel will be named on the protocol.

2.2 Prior to commencement of the project, personnel to perform procedures on live animals will schedule a wet lab with the DLAM Chief Clinical Veterinarian. Procedures will be taught utilizing the type of animal named in the protocol, and will include basic handling and restraint techniques, compound injection, blood collection, anesthesia, and other procedures as stipulated in the approved protocol.

2.3 The wet lab will be conducted by a DLAM faculty or resident veterinarian or by an expert outside of DLAM with particular proficiency with the animal and procedure to be used. Following successful completion of the wet lab, as determined by the instructor and Attending Veterinarian, the IACUC Secretary will be notified that the employee may carry out their assigned protocol tasks.

2.4 Principal Investigators may request exemption from wet lab training based on previous training and experience, as indicated on the animal care and use protocol. All requests for exemption will be reviewed and a recommendation made to the IACUC by the Attending Veterinarian.

Date established: March 16, 2006
Date last amended: 
Date last reviewed: October 13, 2011
POLICY #12

Title: Clinical research: Regulatory oversight

Purpose: To describe the extent to which the LSU IACUC oversees the care and use of privately owned animals used in clinical research studies.

Background:

1.1 The School of Veterinary Medicine Veterinary Teaching Hospital and Clinic has established a committee to oversee the care and use of privately owned animals used in clinical research studies, and housed at their normal residence or in the Veterinary Teaching Hospital and Clinic. This committee functions in a manner similar to that of the IACUC, except that housing conditions and daily care of the privately owned animals are not monitored by the committee.

1.2 Previously, the IACUC assumed no jurisdiction or oversight responsibilities due to the lack of control by LSU over housing and treatment of privately owned animals away from campus.

1.3 Recently, the Office of Laboratory Animal Welfare released a position statement (1) indicating clinical studies must have IACUC oversight if funds for the study come from the PHS.

1.4 LSU’s federal assurance statement indicates all animal research protocols will be reviewed and treated the same regardless of funding source. Therefore the following policy is in effect.

Policy:

2.1 The LSU IACUC will review all clinical research protocols in a manner consistent with other LSU research protocols.

2.2 Clinical research protocols will be reviewed by the IACUC after the Veterinary Teaching Hospital and Clinic clinical research committee has reviewed and approved the protocol.

2.3 To streamline the process for investigators a modified, dual-use protocol form was approved by the IACUC and the Clinical Protocol Committee. This form (LSU Protocol for Clinical Studies) was approved by the IACUC at their January 2010 regular meeting and will be used in lieu of the standard IACUC protocol form.


Date established: March 9, 2006
Date last amended: October 13, 2011
Date last reviewed: October 13, 2011
Policy # 13

Title: Use of Animal Control Center Subjects in Teaching Protocols

Purpose: To ensure accurate and timely order, receipt, housing and tracking of animals obtained from animal control centers for use in teaching protocols.

Background:

1.1 Historically dogs were obtained solely from the East Baton Rouge Animal Control Center for use in terminal surgical labs to teach professional veterinary students. Recently (early 2011) the decision was made to largely discontinue terminal labs for a number of reasons. Fresh cadavers will be used in their place where appropriate. Additionally, adoptable animals obtained from animal control centers will undergo recovery spay or neuter to provide live-animal surgical experiences. Subsequently these animals will be returned to their respective control centers for future adoption. Live animals, scheduled for humane euthanasia at various animal control centers, will rarely be obtained for terminal surgical teaching procedures.

1.2 The LSU SVM and the LSU IACUC recognize the value of utilizing these animals for teaching purposes and wish to do everything possible to maintain local animal control centers as a source of adoptable animals for spay or neuter, while maintaining compliance with federal, state, and local animal laws.

Policy:

2.1 The junior surgery supervisor, Samuella Frazier, will place orders for random source animals directly to local animal shelters and rescue organizations.

2.2 Medical records for these animals will be maintained in the junior surgery suite.

2.3 Spreadsheets containing the following information on the animals will be forwarded to the DLAM facility supervisor after each lab.

   2.3.1 IACUC protocol number.

   2.3.2 Date of use.

   2.3.3 Sex.

   2.3.4 Description or ID (Name).

   2.3.5 Source.

   2.3.6 Terminal or Recovery Surgery.

2.4 Separate IACUC protocols will be submitted for the Junior Surgery, 4th year
Surgery, and Educational Commission for Foreign Veterinary Graduates (ECFVG) Laboratories to ensure accuracy of tracking animal numbers used for each lab.

2.5 Selection of animals for recovery or terminal surgeries will be determined by the source institution (i.e. animal control centers, rescue organizations, etc). Under no circumstances will LSU personnel deviate from the approved final animal disposition indicated by the source institution.

2.6 Animals used in terminal surgeries are not recovered from surgery, but while anesthetized, are euthanatized at the completion of the surgical procedure.

2.7 These policies do not apply to animals received for LSU-ASAP (Animal Sterilization Assistance Program) which are not covered by approved LSU protocols. The LSU-ASAP program is considered to be a doctor/client/patient relationship with the university which is not under the authority of the LSU IACUC.

Date established: May 11, 2006
Date last amended: December 8, 2011
Date last reviewed: December 8, 2011
POLICY #14

Title: Facility inspections and programmatic review: Frequency and timing

Purpose: To ensure the semiannual inspection of animal facilities and review of the LSU animal program in accordance with federal requirements.

Policy:

1.1 In accordance with federal regulations, the IACUC shall inspect the LSU animal facility and review the LSU program for animal use. These reviews will occur semiannually, with no more than six months elapsing between reviews.

1.2 Facility inspections and programmatic reviews will occur in March and October of each year, unless a permanent change in schedule is agreed upon by the IACUC and no more than six months elapses since the last review.

1.3 In accordance with federal policies, a triennial AAALAC site visit may substitute for a semiannual facility inspection and programmatic review by the IACUC.

Date established: June 8, 2006
Date last amended: 
Date last reviewed: November 10, 2011
POLICY #15

Title: IACUC: Training of new members

Purpose: To ensure adequate training of new IACUC members.

Background:

The contents of “The Guide for the Care and Use of Animals”, “Animal Welfare Act”, and the policies and procedures of the LSU IACUC will be reviewed. In addition, new members will be introduced to the “Report of the AVMA Panel on Euthanasia”, the semiannual facility inspection and programmatic review checklists provided by OLAW, the “Guide for the Care and Use of Agricultural Animals in Agricultural Research and Teaching”, “Biosafety in Microbiological and Biomedical Laboratories”, “Occupational Health and Safety in the Care and Use of Research Animals”, the “PHS Policy”, and the series of guidelines developed by various associations covering the humane use of specific animal species in field studies. New IACUC members will be instructed in how to access these and other IACUC resources on the internet, and will be made aware of opportunities to attend training meetings and workshops.

Policy:

1.1 Within three months of appointment to the committee, new IACUC members shall attend a training meeting with a member of the DLAM veterinary staff.

1.2 New members will be introduced to the purpose and function of the IACUC as described in the “Guide for the Care and Use of Laboratory Animals”, the “Animal Welfare Act”, and policies and procedures of the LSU IACUC.

1.3 New member training will be documented through notes placed in the IACUC meeting minutes.

Date established: June 8, 2006
Date last amended: 
Date last reviewed: November 10, 2011
POLICY #16

Title: IACUC: New member recruitment

Purpose: To describe the procedure and schedule for recruiting new members to the LSU IACUC.

Background:

Members will be sought so as to retain a balanced representation of animal users from the SVM and main campus, and to represent the spectrum of animal species utilized at LSU. This will give all sectors of the campus opportunity to have input into animal use policies, and will ensure a broad range of expertise.

Policy:

1.1 The LSU IACUC consists of 9-11 members. IACUC members shall serve for a term of three years. The Attending Veterinarian serves permanently.

1.2 At the end of three years, members may commit to an additional three year term.

1.3 Each March, the IACUC will nominate and discuss prospective new members.

1.4 In accordance with federal regulations, no more than 3 members will be from the same administrative unit. An administrative unit is defined as a department, or as a scientific/clinical discipline.

1.5 The IACUC will recommend prospective new members to the Institutional Official, who will ask these persons to serve.

1.6 The IACUC Secretary shall notify OLAW of changes in the composition of the committee each year at the time of filing of the annual report.

Date established: June 8, 2006
Date last amended: 
Date last reviewed: November 10, 2011
POLICY #17

Title: IACUC: Investigators appearing before the IACUC

Purpose: To establish a policy that will stipulate conditions under which investigators may appear before the IACUC.

Background:

The IACUC recognizes that there may be occasions when investigators desire to appear before the committee to express concerns or grievances, or to state their position on noncompliance issues, etc. Likewise, there are times when the IACUC may desire that an investigator attend in order to provide clarification or explanation on matters related to protocols or other issues.

Policy:

1.1 Investigators may request to be placed on the IACUC agenda to address concerns, state grievances, or state their position on noncompliance issues. Likewise, the Chair of the IACUC may place an investigator’s name on the agenda so that the committee can request clarification or explanation on matters related to protocols or other issues.

1.2 Investigators will be scheduled to appear before the IACUC at the beginning of the meeting. Investigators requesting an audience with the IACUC will be allowed up to 10 minutes to communicate concerns, etc. to the committee. The IACUC Chair will then ask the investigator to exit the room while their position is discussed.

Date established: August 10, 2006
Date last amended: December 8, 2011
Date last reviewed: December 8, 2011
**POLICY #18**

**Title:** IACUC: Proposal Routing and Approval Form (PRAF)

**Purpose:** To establish a policy that stipulates conditions under which a PRAF is signed by a representative of the IACUC.

**Policy:**

1.1 The following persons are authorized to sign (physically or electronically) an investigator's PRAF: IACUC Secretary, IACUC Chairperson, Attending Veterinarian, and Alternate Attending Veterinarian.

1.2 No PRAF sheet is to be signed unless an animal care and use protocol has been appropriately submitted to the IACUC and a protocol number has been assigned; or if the grant agency is following the ‘Just-in-Time’ policy in which the PI is not required to submit a protocol until notification of the grant award.

**Date established:** August 10, 2006  
**Date last amended:**  
**Date last reviewed:** December 8, 2011
POLICY #19

Title: IACUC: Submission of late protocols

Purpose: To establish conditions under which late protocol submissions will be accepted by the IACUC.

Background:

1.1 The IACUC has established a reasonable schedule for submission of animal care and use protocols and amendments that facilitates review of protocols in a timely manner.

1.2 Occasionally, investigators attempt to submit protocols or amendments after the monthly IACUC meeting agenda has been established and/or protocols have been mailed to members, for consideration at the next IACUC meeting.

1.3 Federal regulations require that all IACUC members have opportunity to review at least the titles of all protocols and amendments prior to a regularly convened monthly meeting. Accepting protocols/amendments after the “protocol packet” and agenda have been mailed make it difficult to provide the late-submitted protocol/amendment and/or title to all members of the committee prior to the monthly meeting. Hand carry and presentation of the protocol/amendment at the meeting does not allow members adequate time to review, will preclude review by absent members, and creates a hardship for the IACUC Secretary.

Policy:

2.1 Protocols or amendments must be submitted before the end of the day, 8 days before the regularly convened monthly IACUC meeting.

2.2 Late protocol/amendment submissions will not be accepted for consideration without the permission of the IACUC Chairperson.

2.3 With the approval of the IACUC Chairperson, it will be the responsibility of the submitting investigator to deliver a copy of the protocol to every member of the IACUC (including the non-affiliated member), prior to the monthly meeting.

2.4 No protocols will be hand-carried to the monthly meeting that have not been reviewed by all members of the IACUC.

Date established: September 14, 2006
Date last amended: 
Date last reviewed: December 8, 2011
POLICY #20

Title: IACUC: Approval of Studies involving known zoonotic agents and human pathogens in Animal Rooms

Purpose: To facilitate the safe use of known zoonotic agents and human pathogens in the animal rooms.

Background:

1.1 Zoonotic agents are those viruses, bacteria, and parasites that can be transmitted from animals to humans.

1.2 Federal regulations require that the institutional biosafety committee evaluate and approve the use of zoonotic agents and human pathogens with potential for causing ecologic or commercial harm.

1.3 LSU has established an Inter-institutional Biological and Recombinant DNA Safety Committee (IBRDSC) to review and approve activities involving biohazardous agents.

Policy:

2.1 The IACUC requires that before approval of an animal use protocol involving a zoonotic agent will be granted, the investigator must complete a full application to, and receive approval from, the campus IBRDSC. This application will include completion of the DLAM “Precautions in Animal Rooms” form.

2.2 Before animals infected/infested with a human pathogen can be housed in the animal rooms, the investigator must provide DLAM with a completed and signed “Precautions in Animal Rooms” form, complete with Biohazard emblem, for posting on the animal room door.

2.3 For projects involving BSL3 agents to be housed in the SVM BL3 facility, the IACUC requires investigators to have also received approval from the SVM BSL3 Safety Committee.

Date established: October 12, 2006
Date last amended: 
Date last reviewed: February 9, 2012
POLICY #21

Title: LSU owned herd: Oversight

Purpose: To establish a policy that will ensure optimal care and oversight of animal herds owned by LSU.

Background:
The University owns herds of cattle and horses. These animals are used in teaching laboratories, breeding programs, and research projects.

Policy:

1.1 It shall be the responsibility of the faculty “user groups” to maintain accurate health records on all university owned livestock. These records will be available at all times, for inspection by the Attending Veterinarian and other members of the IACUC, and any representative of AAALAC, the OLAW, or APHIS.

1.2 Records must be retained for a period of not less than 3 years from the termination or expiration of the protocol, or the death of the animal, whichever is longer.

1.3 Health records should include animal identification number, medical procedures performed, and information concerning animal use in approved protocols.

1.4 Health records will be reviewed by the Attending Veterinarian semiannually.

Date established: November 9, 2006
Date last amended:
Date last reviewed: January 12, 2012
POLICY #22

Title: Rules and Regulations course: Failure to attend

Purpose: To establish a consistent policy to address noncompliance with the LSU triennial animal regulatory training requirement.

Background:

Federal regulations require that all persons using animals in research or teaching be “appropriately trained”. The LSU IACUC has determined that appropriate training includes training not only in the procedures to be used, but also in the principles of animal use. The IACUC has determined that triennial testing via the AALAS Learning Library class “Working with the IACUC: non-VA version” provides the teaching and research staff with adequate training in the principles of humane animal use.

Policy:

1.1 New Protocols

1.1.1 All persons working with animals, including the principal investigator, and listed in Section 10 of the LSU Animal Use Protocol, must take and pass the online class “Working with IACUC: non-VA version” prior to final protocol approval.

1.1.2 Failure of all personnel listed on the protocol to take and pass the class within 3 months of being notified of the class requirement will result in final disapproval of the protocol and a new protocol will have to be submitted for review by the IACUC.

2.1 Active Protocols

2.1.1 Failure of personnel to take class whose triennial requirement expired during the life of the protocol will have 2 months to retake the class. Failure to retake the class will result in removal of the noncompliant person from the research protocol in question, and/or suspension of the protocol in question.

2.1.2 Any vote to suspend a protocol will occur during a regularly convened IACUC meeting. If a protocol is suspended, the IACUC will notify, through the Institutional Official, the agency funding the research covered by the suspended protocol as well as the USDA and the OLAW.

2.1.3 Future protocols involving the noncompliant person will not be approved until the person has completed the Rules & Regulations course and is once again in compliance.
Date established: January 11, 2007
Date last amended: February 9, 2012
Date last reviewed: February 9, 2012
Policy #23

Title: Minimizing Research Animal Use

Purpose: To facilitate the use of minimal, yet sufficient, numbers of research animals by investigators.

Background:

Federal guidelines for research animal use stipulate that investigators should seek to refine, replace, and reduce animal use (“The 3 Rs”). Reduction refers to the use of the minimum but sufficient number of animals needed to yield statistically meaningful results. Similarly, federal guidelines require the IACUC to evaluate the “appropriateness” of the numbers of animals to be used. The IACUC recognizes that not all investigators are familiar with steps needed to arrive at the minimum number of animals needed.

Policy:

1.1 Investigators should seek to use the fewest animals necessary to yield statistically meaningful results. It is not the purpose of the IACUC to prescribe the method by which investigators arrive at the minimum number of animals needed for a research project. The number of animals to be used may be derived from citations of relevant literature, past experimental findings of the investigator, recommendations of sponsors, or through a power analysis.

1.2 Investigators must clearly state in their protocol or protocol amendment how they arrived at the number of animals requested.

1.3 Investigators opting to perform a power analysis may benefit from using power analysis algorithms available on-line, such as:

http://cc.uoregon.edu/cnews/summer2000/statpower.html

http://www.psycho.uni-duesseldorf.de/aap/projects/gpower/

http://www.ncss.com/pass.html

Date established: June 14, 2007
Date last amended: 
Date last reviewed: February 9, 2012
Policy # 24

Title: Protocol Distribution: Designation of persons who should receive copies of approved IACUC protocols

Purpose: To establish who should receive and maintain copies of approved IACUC protocols for reference, other than investigators.

Background:

1.1 Historically protocols are currently provided to IACUC staff and the DLAM Assistant Director for reference as needed to maintain and oversee the animal care program.

1.2 Approved protocols have been provided to the Equine Health Studies Program (EHSP) by PIs as required by the EHSP director. These were necessary to insure that the proper horses were utilized on protocols that horse numbers were tracked, and that individual horses were not used excessively, especially on protocols involving major survival surgery.

1.3 The IACUC recognizes the importance of quick reference to complete protocols and seeks to facilitate distribution of those protocols to key personnel, as needed, to maintain the integrity of the animal care program.

Policy:

2.1 The procedure for distribution of approved protocols and their associated amendments from the IACUC staff will be as follows.

   2.1.1 Copies of all protocols and amendments will be provided to and securely maintained by the IACUC staff and the DLAM facility supervisors.

   2.1.2 Copies of all equine protocols with associated amendments will be provided to and maintained securely by the EHSP teaching and research herd manager.

2.2 In the future if teaching or research herd/colony/flock managers are identified for other species the IACUC staff will also provide them with the relevant, approved protocols and associated amendments.

Date established: November 16, 2007
Date last amended: February 9, 2012
Date last reviewed: February 9, 2012
Policy # 25

Title: Alternative Protocol Approval Mechanism

Purpose: To establish an alternative mechanism for protocol approval due to lack of a quorum at a regularly scheduled IACUC meeting, or in the event of extenuating circumstances.

Background:

1.1 Occasionally the LSU-IACUC fails to make quorum required for protocol approval at a regularly scheduled meeting. Rarely, a quorum is met but one member has a conflicting interest resulting in lack of a quorum and the ability to vote on a given protocol. Rarer still are occasions in which protocol review is requested prior to regularly scheduled meetings.

1.2 The IACUC recognizes the importance of prompt protocol approval such that research can proceed in a timely manner. However, rescheduling meetings may be impossible due to personal or work related conflicts with many of the IACUC members. Delaying protocol review to the following regularly scheduled meeting may result in a chain reaction of delays depending upon the time available for meetings.

1.3 The IACUC would like to establish an alternative mechanism for protocol approval to minimize delays or additional work for IACUC members while following the letter and the spirit of applicable laws.

Policy:

2.1 In the event a quorum is not met at a regularly scheduled meeting or if IACUC approval is needed prior to a regularly scheduled meeting the IACUC chair may elect to proceed as follows

2.2 All IACUC members must be asked if they would like the protocol or protocols in question reviewed by the full committee.

   2.2.1 If IACUC members have not seen a copy of the protocol a hard copy must be delivered to each member.

   2.2.2 The PI is responsible for delivering hard copies in the event of extenuating circumstances.

   2.2.3 IACUC members should be given a minimum of 5 days to respond from receipt of the protocol.

2.3 IACUC members must unanimously indicate their approval to send the protocol to designated member review (DMR). If after five days an IACUC member does not respond, this will indicate their approval to send the protocol to DMR. If any member requests full committee review (FCR) the protocol will be discussed at
the next regular meeting of the IACUC. Otherwise, the IACUC Chair may proceed as follows.

2.4 The IACUC Chair may designate a committee member as the designated reviewer for a given protocol to seek approval. The IACUC chair must not designate him or herself as the designated reviewer.

2.5 Otherwise the designated reviewer may proceed with one of the following three options.

2.5.1 Approve the protocol as is

2.5.2 Require modifications for approval

2.5.3 Request full committee review

2.6 The designated reviewer cannot disapprove a protocol.

Date established: February 14, 2008
Date last amended: October 13, 2011
Date last reviewed: October 13, 2011
Policy # 26

Title: Animal Use Protocols: Rodent Cumulative Tumor Burden

Purpose: To extend guidance for investigators and prevent undue distress or suffering of research animals while providing physiologically stable biologic models for cancer research.

Background:

1.1 Tumor (cancer) implantation in research animals is a critically important experimental activity which also requires consideration of the effect of the tumor on the animal. Outcomes of tumor studies, including death as an endpoint, vary depending on the species and strain of animals, the route of injection for transplantable tumors and the subsequent chemotherapy or other modality in cancer treatment studies. At all times during this process, the well being of the research animals must be balanced against requirements of the study. Cancer studies can broadly be divided into two categories, biology and treatment:

1.1.1 Cancer biology is the study of how tumors grow and behave. This policy is intended to limit the tumor burden an animal experiences to that which does not cause excessive pain or distress, but achieves the research goal.

1.1.2 Cancer treatment is the study of the response of tumors to chemical, radiologic or immunologic therapy. In this class of study, not only must the tumor burden be considered, but the effect of the treatment modality must also be evaluated. The purpose of all cancer treatments, whether radiologic, immunologic or chemical, is to destroy or disable the cancer cells while minimizing damage to healthy tissues. The success of a treatment becomes a balance between cancer destruction and reduction of side effects.

Policy:

2.1 This policy is for cumulative tumor burden per animal. If multiple tumors occur (an unusual situation), the total tumor burden cannot exceed the parameters noted below.

2.2 Animals showing any of the signs below will be euthanized, unless an exemption is granted by the IACUC:

2.2.1 Overall tumor dimensions in any one location on the body exceeding:

2.2.1.1 Mice: 2 cm in diameter.

2.2.1.2 Rats: 5 cm in diameter.

2.2.2 Tumors that are ulcerated AND are painful and/or infected. If an exemption is provided for this condition, then the affected animals are
required to be single housed (may require protocol amendment and/or alternate environmental enrichment or medical treatment),

2.2.3 Tumors where the animals chew on the lesion or pay undue attention to the ulcer,

2.2.4 Tumors that interfere with 'normal' mouse functions (e.g., eating, drinking, or ambulating).

2.3 Animals showing other clinical signs that require veterinary intervention or are suggestive of tumor related disease, such as metastases or ascites, are extant:

2.3.1 Significant abdominal distension, especially when it begins to compromise respiratory ability of animal.

2.3.2 Hunched posture with easily visible vertebral bodies.

2.3.3 Failure to eat or drink.

2.3.4 Absence (or abnormal) of fecal or urine output.

2.3.5 Rough hair coat.

2.3.6 Reluctance to move or abnormal gait.

2.3.7 Discharges or hemorrhage.

2.3.8 Abnormal behavior or vocalizations.

Date established: September 18, 2008
Date last amended: 
Date last reviewed: March 8, 2012
Policy # 27

Title: Animal use protocols: Use of Analgesia

Purpose: To ensure that adequate care and analgesia be provided as a matter of course for laboratory animals undergoing potentially painful treatments or procedures.

Background:

1.1 The Guide for the Care and Use of Laboratory Animals requires that adequate analgesia be provided for laboratory animals undergoing painful treatments or procedures.

1.2 Pain management strategies described with language such as; analgesia will be administered on an as needed basis, are open-ended and lead to the possibility that no analgesic will be administered following painful treatments or procedures.

1.3 Many animals are stoic or purposefully hide signs of pain or illness such as that exhibited by most prey species.

Policy:

2.1 If it is determined by the PI or the IACUC that animals are likely to experience more than slight or momentary pain during the course of a procedure or experiment, then a detailed pain management strategy must be included in the protocol.

2.1.1 The pain management strategy must provide demonstrable triggers indicating when analgesics will be administered or additional analgesics provided.

2.1.2 Investigators are encouraged to err on the side of extending analgesic therapy at least 24 hours after clinical signs of pain have abated.

2.2 Post-surgical pain management after major survival surgery must include a minimum of 24 hours of analgesic coverage even if outward signs of pain are not exhibited by the animal. Use of terminology such as “as needed” will not be acceptable without specific scientific justification during the first 24 hours.

2.3 An individual qualified to recognize signs of pain, distress, and other abnormalities must be responsible for the administration of analgesics.

2.4 Medical records must maintained and include the date, time, dose, etc. of pain medication provided for all species

Date established: September 18, 2008
Date last amended: 
Date last reviewed: March 8, 2012
Policy #28

Title: Occupational Health and Safety Program (OHSP) for Animal Biosafety Level 3 (ABSL3) Protocols

Purpose: To ensure adequate health monitoring, disease prevention, and employee education are in place for personnel working with Biosafety Level 3 (BSL3) organisms in animals.

Background:

1.1 *The Guide for the Care and Use of Laboratory Animals* requires an occupational health and safety program, and it “must” be part of the overall animal care and use program.

1.2 Currently an OHSP program is in place; however participation is voluntary with individual participation indicated on each animal care and use protocol.

1.3 Organisms infectious to humans are classified by the U.S. Department of Health and Human Services (PHS) into 4 classifications based generally on human infection potential, severity of disease, availability of treatments, and route of infection. Classification is further extended to these agents when found in or used in animal research. Classifications and guidelines are found in the Biosafety in Microbiological and Biomedical Laboratories (BMBL), 5th edition.

1.4 BSL3 organisms typically are indigenous or exotic diseases that cause serious and potentially lethal disease, and are often transmitted by the aerosol route.

1.5 With the current infectious disease focus at the LSU School of Veterinary Medicine and the use of BSL3 organisms the IACUC needs to ensure that all personnel are adequately monitored and protected.

Policy:

2.1 If BSL3 organisms are to be used in animals, then all personnel working with the animals must be enrolled in the OHSP.

2.2 Final approval of the protocol will be withheld until all personnel listed on the protocol are enrolled in the OHSP, have met with their physician, and have returned all pertinent signed paperwork to the IACUC secretary.

2.3 Continued approval of the animal care and use protocol is contingent upon yearly medical reevaluation of all participants.

Date established: April 14, 2009
Date last amended: March 8, 2012
Date last reviewed: March 8, 2012
Policy #29

Title: Transfer of Animals between Approved Protocols or to Other Institutions

Purpose:

To streamline the transfer of animals between approved protocols within the LSU System or to other institutions while maintaining proper regulatory oversight.

Background:

1.1 Policy #3 of the LSU IACUC Policy Manual states that transfer of animals between protocols must be done through the protocol amendment process, if not already approved in the originating protocol. Historically, this has worked well.

1.2 However, with the increased numbers of genetically altered animals, particularly mice, the need for transfer between internal protocols or to other institutions has increased significantly. Additionally, investigators occasionally need to transfer unused animals to other approved protocols in an effort to minimize wastage of animals of the appropriate age and strain when their current protocol has unexpectedly reached a stopping point.

1.3 The current amendment process requires full committee review, imposing a significant time lag between the request for transfer and receipt of approval to do so. Full committee approval may be appropriate in many situations however the process may inadvertently cause animals to be wasted as described above.

Policy:

2.1 In consideration of the information above the following policy is in effect.

2.2 Unused animals held on type B, C, D, or E protocols may be transferred to any other IACUC approved protocol provided the species, strain, and animal numbers being transferred are approved on the recipient protocol. No protocol amendment is required however a signed animal transfer form must be received from the PI.

2.3 In the event animals are ordered and received on a given protocol but subsequently cannot be used; they may be transferred to another approved protocol. At the time of transfer the number of animals transferred should be subtracted from the original protocol and should be added to the recipient protocol.

2.4 If transfer to another institution is requested the recipient institution must provide proof of an approved animal care and use protocol and federal NIH assurance statement.

2.5 Transfer of previously “used” animals, must be approved through the protocol amendment process unless the transfer was previously approved in the
originating protocol. A “used” animal is any animal used for procedures such as controls, for sample collection, surgical procedures, have undergone anesthesia, injections, etc. Exceptions include sample collection for routine health maintenance or genotyping.

Date established: January 14, 2010
Date last amended: May 10, 2012
Date last reviewed: May 10, 2012
Policy #30

Title: Annual Review of IACUC Policies

Purpose: To ensure regular review and revision of IACUC policies.

Background:

1.1 The LSU IACUC has developed a series of policies regarding animal care, IACUC activities, occupational health and safety, and other topics. These policies have proven useful for ensuring continuity of the LSU animal program.

1.2 A policy is needed to ensure regularly scheduled review and revision of IACUC policies so that all active policies remain up-to-date.

Policy:

2.1 The IACUC will conduct review of all IACUC policies annually. Policies found to be out-of-date will be amended.

2.2 At least three policies will be reviewed at each monthly meeting of the IACUC. In approximately 11 months all policies will have been reviewed. The following year review will start over again following the same order. The number of policies reviewed at each meeting will increase over time to insure all policies are reviewed yearly.

2.3 The date of the last review will be indicated on each IACUC policy.

Date Established: June 16, 2011
Date Last Amended: 
Date Last Reviewed:
Policy #31

Title: Daily Animal Observations

Purpose: To ensure daily animal observation as required by the Guide for the Care and Use of Laboratory Animals and the Animal Welfare Act

Background:

1.1 Federal regulations and guidelines require daily observation of all animals used in teaching and research. This function is carried out as part of standard operating procedure for all animals under the care of the Division of Laboratory Animal Medicine (DLAM).

1.2 Unless posted in a conspicuous location in or near an animal room or other housing location, there is no evidence that daily animal observations occur. In fact, it has come to the attention of the IACUC that some animals, particularly those cared for by investigators, are not observed daily. Lack of daily observation places the institution out of compliance with federal animal care regulations as well as with expectations by our AAALAC accreditation.

Policy:

2.1 Evidence of daily observation of animals must be posted in or near animal rooms or other housing sites such that DLAM or other personnel can easily verify that daily observations are occurring.

2.2 Daily observation records should include, but are not limited to, check of all animals as well as:

   2.2.1 Fish or other non-air breathers: Room temperature, water temperature, and verification that air supply is operational.

   2.2.2 All other species: Room temperature and humidity.

2.3 Failure to record daily observations of all animals may result in protocol suspension.

Date Established: July 14, 2011
Date Last Amended: 
Date Last Reviewed: 
Policy #32

Title: Social Housing of Animals

Purpose: To establish a policy regarding social housing of animals in accordance with standards of The Guide, The Ag Guide, and AAALAC Int. expectations.

Background:

1.1 Federal regulations, including the 2011 edition of the Guide for the Care and Use of Laboratory Animals strongly suggest that social species be group housed whenever possible. Recently, accrediting bodies such as AAALAC Int. have been placing more emphasis on this issue.

1.2 Group housing of social species has been an unwritten policy of the DLAM. AAALAC Int. strongly suggests that the IACUC have a written policy to address this issue.

Policy:

2.1 Rodents: With the exception of hamsters, group housing of rodents shall be the default husbandry practice for the DLAM. Hamsters are generally pugnacious and may be cannibalistic unless group housed from an early age.

2.2 Other social species: Whenever possible other social species will be group housed. When not housed socially, conspecifics will have visual, auditory, and/or olfactory contact. Animals may be individually housed away from conspecifics for medical treatment with oversight from the DLAM veterinary staff.

2.3 Requests for single housing of normally social species must be scientifically justified in the animal care and use protocol or amendment and approved by the LSU IACUC.

Date Established: March 8, 2012
Date Last Amended:
Date Last Reviewed:
POLICY #33

Title: Reporting Animal Welfare Concerns

Purpose: To establish methods for reporting and investigating animal welfare concerns, to make persons at the university aware of the importance of and mechanisms for reporting animal welfare concerns, and to ensure that persons reporting concerns are not subject to unlawful discrimination or reprisal.

Background:

1.1 The Guide for the Care and Use of Laboratory Animals requires research institutions to establish methods for reporting and investigating animal welfare concerns, and making persons at the university aware of the importance of and mechanisms for reporting animal welfare concerns.

1.2 Valid concerns which should be reported include observing a procedure that is not covered under an approved animal care and use protocol or that appears to cause pain or distress; observing an animal in need of care; hearing an animal vocalize in a manner suggestive of pain or distress; or being notified by a third party of any of the above.

1.3 Federal law offers protection from discrimination or reprisals against persons who report animal welfare concerns.

Policy:

2.1 Procedure for Reporting and Handling Concerns.

2.1.1 The concerned individual should notify any of the following officials regarding valid concerns such as those described above:

   DLAM Director and Attending Veterinarian- Dr. David G. Baker
   DLAM Associate Director- Dr. Rhett W. Stout
   LSU IACUC Chair- Dr. Susan Eades
   LSU Institutional Official for Animal Care & Use- Dean Peter F. Haynes

2.1.2 Upon notification of one of the above officials the concern will be reported by that person to the Attending Veterinarian (Dr. David Baker) who will investigate the concern and report his findings to the concerned person.

2.1.3 Most issues are resolved by the Attending Veterinarian. Unresolved issues will be forward to the IACUC for discussion and action at the next regularly scheduled IACUC meeting or in an emergency meeting at the discretion of the IACUC Chair.

2.1.4 The IACUC will address the issue and determine an appropriate response up to and including suspension of the animal care and use protocol
followed by notification of the Federal Office of Laboratory Animal Welfare (OLAW), the USDA, and any associated funding agency.

2.1.5 To maintain anonymity, at no time will the reporting individual’s name be included in any communication with the person(s) responsible for the animal(s) in question or in IACUC correspondence.

2.2 Posting of reporting mechanism.

The above instructions for reporting animal welfare concerns will be posted in several locations covering all areas of the university housing research animals or where large numbers of potentially concerned personnel congregate. These areas will include bulletin boards outside all three student classrooms, livestock barns, the SVM vivarium and the Life Sciences vivarium. It will be the responsibility of the DLAM Director to maintain the postings.

Date established: May 10, 2012
Date last amended:
Date last reviewed: