

	IACUC Semi-Annual Inspection Checklist for Laboratories
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GENERAL:

IACUC-approved animal protocol is still active.
A copy of the approved protocol is maintained in the laboratory.
All current personnel involved with animal handling are listed on an approved protocol.
All personnel involved with animal handling have completed the online training module "Working With the IACUC" (http://www.citiprogram.org/) and species-specific training.
New/former employees have been added/removed on animal protocol(s) as needed. See Protocol Amendment Request Form on http://www.southalabama.edu/com/research/animalcare/index.shtml to make changes.
All procedures conducted on animals are listed on an approved protocol.
Animal handling personnel have been thoroughly trained in each procedure.
All animal handling personnel are aware of the procedures listed on the approved protocol and understand that those are the <u>only</u> procedures that can be conducted.
Controlled drugs are kept in a double-locked drawer, cabinet, or safe.
All expired drugs have been properly discarded.
If applicable, a puncture-resistant sharps container is provided and used. Needles should <u>not</u> be re-capped.
All personnel are familiar with the appropriate treatment for bites and scratches.
All personnel are familiar with the procedure for reporting violations.
Animal carcasses have been properly bagged and disposed of promptly.
All compressed gas cylinders are secure.

RODENT NON-SURVIVAL SURGERY:

There is a clean area provided for surgeries. (No dirt, blood, fur, used syringes etc.)
The surgery area is free of unnecessary equipment and supplies.
Surgical instruments are cleaned before use and between surgeries.
An external heat source is applied to maintain the animal's body temperature during surgery.
Personnel know how to monitor the depth of anesthesia.
A suitable method of euthanasia is used.

ASEPTIC & RODENT SURVIVAL SURGERY:

There is a dedicated area for survival surgery.
The surgery area is clean (no blood, fur, used syringes etc.) and able to be sterilized.
The surgery area is free of unnecessary equipment and supplies.
Drugs and fluids are within their expiration dates.
The surgical instruments are initially sterilized.
Surgical instruments are cleaned of organic material and soaked in 70% alcohol between rodent surgeries performed consecutively on the same day.
Laboratory personnel know how to monitor the depth of anesthesia.
The depth of anesthesia is monitored regularly.
The rodent's body temperature is maintained during surgery and the recovery period.
The skin incision is closed in an interrupted suture pattern.
An appropriate analgesic is administered either pre-operatively, during and/or post-operatively.
An antibiotic is administered if necessary.
The animal is observed and monitored regularly until recovered from anesthesia.
Surgical records maintained for all USDA-regulated species (warm-blooded vertebrates except rats, mice, and birds).

LARGE ANIMAL SURGERY:

	Survival surgery must be performed in a dedicated surgical suite.
	An individual separate from the surgeon is the dedicated anesthetist.
	Animals must be monitored until fully recovered from anesthesia.
	Anesthetic, surgical, and post-op records are maintained and available.
	Records should contain drug administrative notes, especially administration of analgesics.

OCCUPATIONAL HEALTH:

	All animal handlers have been enrolled in the Occupational Health program. (A waiver will only be granted in limited circumstances).
	Proper steps have been taken to limit exposures to laboratory animal allergens (i.e. room ventilation, use of biological safety cabinet for animal procedures, personnel protective equipment).
	Effort has been made to identify potential workplace health hazards and documented for future reference.
	Personnel has access to disposable gloves, masks, face shields, coats, shoe covers, etc.
	Use of appropriate gloves to prevent cuts and skin exposure.
	Work surfaces decontaminated daily and after spill of animal related material.
	Are staff provided with initial hire and periodic training for the procedures and tasks they perform (i.e. use of anesthetic agents, handling/restraint of lab animals etc.)?
	Do workers understand the potential health hazards associated with contaminated bedding and animal body fluids and tissues?
	Use good housekeeping practices.
	Training and implementation of procedures for bites and scratches.

PHYSICAL FACILITIES:

	All rooms and laboratories in which animal procedures occur are reviewed by the IACUC.
	Vermin control measures are adequate, and do not unnecessarily compromise animal and human health.
	Security measures meet applicable IACUC policies.
	Use of hazardous materials is monitored and appropriate guidelines for use and disposal are followed.