PACUC Newsletter

Purdue Animal Care and Use Committee Purdue University
http://www.purdue.edu/Research/ORA/animals/animals-main.shtml

Happy Holidays

Vol. 18, No. 4, December 2003

Spring 2004 PACUC Meeting Dates

Meeting Date	*Deadline Date for Protocol Submission*
January 21	Dec. 31 @ 5:00 p
February 18	Jan. 28 @ 5:00 p
March 10	Feb. 18 @ 5:00 p
April 21	Mar. 31 @ 5:00 p
May 19	Apr. 28 @ 5:00 p

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Spring 2004 PACUC Orientation Programs for Vertebrate Animal Users

The orientation program for **new** faculty, staff, and students, who will be using vertebrate animals in research, teaching, and/or testing, will be held on the following dates during the spring semester. All orientation programs will be held from 1:30-3:00 p.m., in LILY 1-117. The building and room number will be communicated to the person upon registration.

Tuesday, January 20
Tuesday, February 3
Tuesday, March 2
Tuesday, April 6
Tuesday, May 4

Attendance at one of these sessions is mandatory for personnel (faculty, staff, students) who wish to initiate work with vertebrate animals at Purdue University. Personnel will not be approved to work (without direct supervision) with animals until such time that they have attended one of these meetings or completed the

program on-line. The on-line program may be accessed by going to the following URL and clicking on the appropriate button (e.g., faculty, graduate student, undergraduate student, etc): http://www.purdue.edu/Research/ORA/animals/login.shtml. The password to enter all areas is "pass" (without the quotation marks).

This program presented by staff of the Purdue Animal Care and Use Committee and the Laboratory Animal Program is designed to introduce you to the Purdue system for maintaining regulatory compliance with federal and University guidelines and ensuring the humane care and use of laboratory animals.

Please register for one of the "live" sessions via e-mail to Lisa Snider at ldsnider@purdue.edu.

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Semi-Annual PACUC Inspections of Animal Facilities

The *Guide for the Care and Use of Laboratory Animals*, the *Guide for the Care and Use of Agricultural Animals in Agricultural Research and Teaching*, and the *Animal Welfare Act* all mandate that at least once every six months, the IACUC (PACUC) inspect its animal facilities, **to include any animal study areas**.

For many years, the PACUC has conducted semi-annual inspections of *animal housing* areas. In March 2004, the PACUC will begin to incorporate into its inspection schedule of animal housing units, all areas where procedures are performed on animals (i.e., animal study areas). This could include, but is not limited to, laboratories and surgery suites. By including these additional areas, PACUC will ensure that Purdue continues to maintain compliance with federal regulations. Every effort will be made (by contacting principal investigators prior to the inspections) not to disturb or compromise any procedures that are being conducted in these areas.

After January 1, 2004, an e-mail will be sent to principal investigators asking for a list of buildings and room numbers where they perform procedures on animals. Your cooperation in helping compile this list will be most appreciated.

If you have any questions, please feel free to contact the PACUC office at pacuc@purdue.edu. Thank you.

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How to Obtain Veterinary Care

When any person believes an animal is abnormal, sick, in discomfort, or otherwise requires aid, a call requesting veterinary care should be placed to the Laboratory Animal Program (LAP) office. The LAP must be notified of each abnormal animal even if the investigator/ instructor is a veterinarian.

The following procedures should be used to obtain veterinary care for abnormal, ill, or injured animals:
Normal Business Hours: Monday – Friday, 8:00 a.m. to 5:00 p.m.

Call the LAP office (494-9163) and tell the individual answering that you would like to request veterinary care. *NOTE: Failure to call this number/calling a specific veterinarian may result in veterinary care delays.*

1. When reporting an abnormal animal, please be prepared to provide the following information:
   - Animal identification
   - Animal species
   - Animal housing site & room number
   - Investigator's name
   - Your name & the phone number where the veterinary technician/veterinarian can reach you
   - Brief description of the problem
   - Based upon your knowledge of the species, would you consider the problem a medical emergency?

2. Make sure that a red, LAP Identification Tag (available from your facility manager) is placed on the animal's enclosure. This will assist the veterinarian or veterinary technician in identifying the animal to be evaluated.

3. Complete the upper information on the Clinical Activity Report. Blank copies are available from your facility manager.

Evenings, Weekends and Holidays:
Call the LAP office (494-9163) and listen to the recorded message to obtain information on how to contact the veterinarian/veterinary technician on call.

1. Call the veterinarian or veterinary technician listed as the "on call" person and be prepared to provide the following information:
   - Animal identification
   - Animal species
   - Animal housing site & room number
   - Investigator's name
   - Your name & the phone number where the veterinarian or veterinary technician can reach you
   - Brief description of problem
   - Based upon your knowledge of the species, would you consider

the problem a medical emergency?

If you do not reach the "on call" person at home, **leave a message on the <u>home</u> answering machine** providing the same information. After leaving the message, page the "on call" person at the number obtained from the LAP office recording. (Note: enter the 7 digits of the phone number where you can be reached when the paging system gives the "beep" signal – these are digital pagers not voice).

2. Make sure that a red, LAP Identification Tag (available from your facility manager) is placed on the animal's enclosure. This will assist the "on call" person in identifying the animal to be evaluated.

3. Complete the upper information on the Clinical Activity Report (example attached). Blank copies are available from your facility manager.

"Number 1 reason to buy the extended warranty"

<u>Veterinary Care – Provision of Veterinary Services</u>

Investigators, or their designated representative(s), are expected to frequently monitor the health status of the animals used under their protocols. As such, they are required to report any ill, injured, or abnormal animal to the Laboratory Animal Program (LAP). Likewise, animal care staff who observe the animals on a daily basis are expected to report any animals showing signs of illness, injury, or abnormality to the LAP.

In order to address regulatory issues the LAP will, at the very least, provide **veterinary oversight** for all animals used in research, teaching, and testing at Purdue University. In some situations individuals outside of the LAP veterinary staff may perform veterinary care, providing that these individuals work in close association with the LAP.

<u>When sick/abnormal animals have been reported to the LAP:</u>

A veterinarian or a veterinary technician will examine all abnormal animals that are reported to the LAP. The LAP veterinarian or veterinary technician will assess abnormal animals as soon as possible from the time they are reported. Under most circumstances, abnormal animals will be examined before the end of the working day they are reported, and ideally, prior to the departure of the

facility staff where the animal is housed. The LAP veterinarians and veterinary technicians will maintain frequent and direct communication regarding sick/abnormal animals. If the animal is under the primary care of another veterinarian, the LAP veterinarian or veterinary technician may simply note the case for the LAP records and follow up on the animal's progress either by phone/email with the primary veterinarian or by checking medical records of the animal. It is the responsibility of the primary veterinarian providing the animal care to maintain appropriate veterinary medical records (see below) that are kept accessible to the attending (LAP) veterinarian and/or USDA/PACUC inspectors.

The LAP veterinarian will inform the principal investigator (PI), or designated representative, about the condition of the animal, recommendations for treatment, and any additional diagnostic work necessary prior to the initiation of any treatment. An exception to this would be treatment that would clearly not affect the objectives of the study, or a life-threatening condition, in which case the treatment may be begun prior to notification of the investigator. If the PI or designated representative cannot be reached within a reasonable length of time, appropriate measures will be initiated by the LAP to ensure the animal's comfort and wellbeing. While every effort will be made to contact investigators prior to the initiation of any treatment or euthanasia, the final judgement on the need for veterinary care lies solely with the veterinary staff of the LAP.

Medical Records:

1. Prior to leaving an animal facility, a Medical Record (Clinical Activity Report – CAR) will be completed by the LAP veterinarian and/or veterinary technician and a notation of the veterinary visit will be made in the facility's daily log for that respective room/animal. The completed record should contain:
    - Animal ID
    - Pertinent history/description of abnormality
    - Physical examination findings
    - Differential/presumptive diagnosis
    - Diagnostic treatment plan
2. When possible, the medical findings should be discussed with the facility manager or representative staff at the time of the examination.
3. Copies of the facility medical record will be left in the animal room and the PI's copy will be left with the facility manager or representative staff. It is the responsibility of the facility manager to forward the PI's copy.

4. Upon each subsequent re-check of the animal, a continuation sheet for the medical record detailing findings as well as any additional diagnostic and/or treatment plans will be completed. Notations will also be made in the facility day log for that respective animal room/animal. All entries should be signed and dated contemporaneously. Any pertinent dialogue between the LAP veterinarian or veterinary technician and the PI that occurs throughout the treatment or observation of the animal will be recorded in the medical record and promptly communicated either to the facility manager or representative staff.

Active Case Log:

1. A log of all active medical cases will be maintained within the LAP. It is the responsibility of the veterinarian on call and the veterinary technician to assure that this log is an up-to-date-reflection of animals with observed illnesses/abnormalities.
2. Upon examination of any animal, the date of current exam as well as a decision on an appropriate date of re-check will be noted on the active case log.

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Treatment Administration to Animals Under Veterinary Care

An LAP veterinarian may prescribe or provide treatment(s) for animals under their care, after consultation with the principal investigator (PI) or his/her designate. When initiation of treatment in a timely fashion is imperative, LAP staff may administer the first dose of medication, however, it will be the responsibility of the research/animal care staff to perform routine treatments prescribed by LAP.

Health Records:

Instructions for administration of treatments will be clearly written on the Medical Record (Clinical Activity Report - CAR), including drug to be given, dose, duration and frequency of administration. A prescription may also be written, in which drug, dosage, duration and frequency of administration are detailed.

Treatment Records:

Treatment records must be maintained for all animals. Routine husbandry and preventive medical procedures (e.g., vaccinations and dewormings) performed on a group of animals may be recorded on herd-health type records. Individual animal treatment records should be maintained for non-rodent species, and, in certain instances, for rodents

also. Each treatment must be recorded extemporaneously, dated and initialed by the person performing the treatment. Treatment records should be maintained in the animal area and be easily accessible for inspection by PACUC, LAP veterinary staff or USDA inspectors.

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Posting Accurate Contact Information

The LAP recognizes the importance of animals to your research and teaching activities as well as Purdue's obligation to provide animals with the best care possible.

Once a LAP veterinarian evaluates an animal, he/she will notify the responsible individual as soon as feasible. The individual responsible for assisting in decisions made regarding the care and use of research and teaching animals is considered to be the principal investigator or his/her designee. It is imperative that **accurate contact information be posted on the animal's cage, pen, stall, room, or in some other prominent fashion.** Depending on the urgency of the situation, the responsible individual will usually be notified via telephone and will be provided a summary description of the animal's condition as well as a recommendation for diagnostics, treatment, or euthanasia. The LAP veterinarian is **not** required to seek approval from the principal investigator or designee in order to treat or euthanize animals for humane reasons.

The LAP veterinary staff will make every reasonable effort to communicate immediately with the responsible individual in cases where an animal is in a state of undue pain or distress, found to be moribund, or in the clinical judgment of the veterinarian, requires immediate treatment or euthanasia. If the individual cannot be reached, it may be necessary to euthanize the animal.

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