Important Message from the PACUC Office

As we begin the 2019 calendar year with new faculty, staff, and students, I wanted to highlight a few important issues regarding utilization of vertebrate animals in research, teaching, and testing activities. Purdue policy and federal regulations require that, prior to any use of vertebrate animals in research, teaching, or testing, a protocol describing that use must be reviewed and approved by the Purdue Animal Care and Use Committee (PACUC). For faculty and senior research staff, the following URL provides needed information on how to submit a protocol application to PACUC: https://www.purdue.edu/research/regulatory-affairs/animal-research/protocol-submission.php

A critical component of PACUC’s responsibility is the documentation that all individuals who will participate in the activity involving vertebrate animals have received appropriate training to assure that they are qualified for their role in the project and that all individuals have received an occupational health risk assessment of their work with animals. Please refer to the following URL for more information on how to complete an Animal Use Qualification Form and Risk Assessment Form: https://www.purdue.edu/research/regulatory-affairs/animal-research/qualification-training.php

There are several actions necessary for those investigators with active, approved protocols for use of animals, and new postdoctoral, student, or technical staff joining their research, teaching, or testing projects. Before new personnel work unsupervised with vertebrate animals at Purdue University, they must complete the required Animal Use Qualification Form and on-line modules using the CITI training program. A Risk Assessment Form must be completed by the individual so that a Risk Summary can be written by the PACUC office notifying individuals of the personal health risks associated with working with animals.

Please note that the requirements apply to any and all individuals who will work directly with or care for vertebrate animals at Purdue, regardless of whether this activity is short term or long term.

The PACUC website (www.purdue.edu/animals) provides a wealth of information needed for those working with vertebrate animals. If you have any questions regarding these requirements or wish assistance with training, protocols, or documenting qualifications, do not hesitate to contact the PACUC/LAP office at 494-9163.

Lisa Snider, CPIA
Senior Compliance Officer
New & Revised PACUC Policies
PLEASE READ

There have been several policies, guidelines, and standard operating procedures recently approved or re-approved by PACUC. Please see our website (www.purdue.edu/animals) for all current Policies and Guidelines. SOPs can be found under Guidelines on the website. Below is a list of documents recently updated and/or added:

Testing Cell Lines for Rodent Infectious Agents is now a Policy, effective February 1, 2019. It was previously a guideline.

Importation of Rats and Mice to Purdue, updated 11/28/18.


Humane Endpoint Criteria for Rodent Tumor Studies, NEW as of 11/28/18.

Guidelines for Packing Mice for Shipment to Other Institutions, NEW as of 11/28/18.

Escaped Mouse Procedures, NEW as of 11/28/18.
Spring 2019 Rodent Workshops!

I will be offering the following training workshops with a maximum of 6 participants in each session. (If you have any questions or special requests, please do not hesitate to contact me; 765-494-2521 or dowellc@purdue.edu)

These hands-on workshops are designed to introduce the participant to the basic techniques in the laboratory rat and mouse. The Handling/Restraint workshop is a prerequisite for participation in all other workshops; unless participant has had previous training and/or experience in this area. A minimum of 3 days’ notice is requested for cancellation.

REGISTRATION:
- Location for the following workshops – Meet in AHF 1155. **PLEASE CHECK THE CAMPUS MAP FOR LOCATION OF AHF.**

Please visit, [https://www.purdue.edu/research/regulatory-affairs/animal-research/workshops-events.php](https://www.purdue.edu/research/regulatory-affairs/animal-research/workshops-events.php) and select areas of training **required per your protocol** and register through the "Sign Up" link. (If the following times do not fit your schedule or training needs, I would be happy to set up training for most any species on an individual basis.)

1. **Basics of Rodent Handling, Restraint, and Normal Behavior.(Rat & Mouse)**
   - 1/15/19 – Tuesday 1:30 – 3:30pm
   - 1/18/19 – Friday 8:30 – 10:30am
   - 1/23/19 - Wednesday 8:30 – 10:30am
   - 2/4/19 – Monday 1:30 – 3:30pm
   - 2/21/19 – Thursday 1:30 – 3:30pm
   - 3/5/19 – Tuesday 8:30 – 10:30am
   - 3/7/19 – Thursday 8:30 – 10:30am
   - 3/18/19 – Monday 1:30 – 3:30pm
   - 4/3/19 – Wednesday 1:30 – 3:30pm
   - 4/5/19 – Friday 1:30 – 3:30pm
   - 4/16/19 – Tuesday 8:30 – 10:30am

2. **Injections in the rat and mouse; ID, IM, SC, IP**
   - 1/23/19 - Wednesday 1:30 – 3:30pm
   - 1/31/19 – Thursday 8:30 – 10:30am
   - 2/11/19 – Monday 1:30 – 3:30pm
   - 2/26/19 – Tuesday 8:30 – 10:30am
   - 3/19/19 – Tuesday 1:30 – 3:30pm
   - 4/5/19 – Friday 8:30 – 10:30am
   - 4/17/19 – Wednesday 8:30 – 10:30am

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Blood Collection in the Rat and Mouse
1/24/19 – Thursday  8:30 – 10:30am
2/5/19 – Tuesday    1:30 – 3:30pm
2/22/19 – Friday    8:30 – 10:30am
3/6/19 – Wednesday  8:30 – 10:30am
3/19/19 – Tuesday   8:30 – 10:30am
4/8/19 – Monday     1:30 – 3:30pm

Tail Vein Injection in the Lab. Rat and Mouse
1/28/19 – Monday    1:30 – 3:30pm
2/12/19 – Tuesday   8:30 – 10:30am
3/1/19 – Friday     8:30 – 10:30am
3/27/19 – Wednesday 1:30 – 3:30pm

Rodent Oral Gavage.
2/7/19 – Thursday   8:30 – 10:30am
2/25/19 – Monday    1:30 – 3:30pm
4/2/19 – Tuesday    8:30 – 10:30am

Isoflurane Gas Anesthesia
1/30/19 – Wednesday 8:30 – 10:30am
2/7/19 – Thursday   1:30 – 3:30pm
2/27/19 – Wednesday 1:30 – 3:30pm
3/21/19 – Thursday  8:30 – 10:30am
4/15/19 – Monday    1:30 – 3:30pm

Wound closure and Suturing Basics
2/19/19 - Tuesday   8:30 – 10:30am
3/4/19 – Monday     1:30 – 3:30pm
4/11/19 – Thursday  1:30 – 3:30pm

Orbital Sinus Injection – (As an alternative to tail vein injection)
2/28/19 – Thursday  8:30 – 10:30am
3/25/19 – Monday    1:30 – 3:30pm
**Aseptic Technique / Surgical Preparation**

- 2/19/19 – Tuesday 1:30 – 3:30pm
- 3/6/19 – Wednesday 1:30 – 3:30pm
- 4/11/19 – Thursday 8:30 – 10:30am

**Euthanasia / Basic Necropsy / Organ Identification / Cardiac Blood Collection**

- 1/25/19 - Friday 8:30 – 10:30am
- 2/6/19 – Wednesday 1:30 – 3:30pm
- 2/26/19 – Tuesday 1:30 – 3:30pm
- 3/21/19 – Thursday 8:30 – 10:30am
- 4/9/19 – Tuesday 8:30 – 10:30am
- 4/18/19 – Thursday 1:30 – 3:30pm

**Working with Surgical Loops and Dissecting Microscopes.**

- 3/20/19 - Wednesday 9:00am – 10:30am

**Combined Techniques * (Prior experience/training in majority of courses is required)**

This workshop is designed to incorporate all that you have learned regarding rodent handling, injections, blood collection, anesthesia, surgical prep, wound closure and euthanasia. *You should come prepared to practice specific techniques that you will be using in your research.*

- 4/19/19 – Friday 9:00 - 11:00am

**Participants need to be familiar with their project/protocol and techniques required of their protocol prior to attending class!**
General Guidelines and Deadlines for Animal Ordering

Link to Animal Requisition Form here: https://www.purdue.edu/research/regulatory-affairs/animal-research/forms.php

For these commonly used vendors, here is the ordering schedule:

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<thead>
<tr>
<th>Vendor</th>
<th>Delivery Day</th>
<th>Ordering Deadline</th>
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<tbody>
<tr>
<td>Envigo (formerly Harlan)</td>
<td>Tuesday</td>
<td>previous Wednesday noon</td>
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<tr>
<td>Hilltop</td>
<td>Thursday</td>
<td>Previous Friday noon</td>
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<tr>
<td>Charles River*</td>
<td>Tuesday</td>
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<tr>
<td>Charles River*</td>
<td>Thursday</td>
<td>previous Wednesday noon</td>
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<tr>
<td>Taconic</td>
<td>Tuesday</td>
<td>previous Wednesday noon</td>
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<tr>
<td>Jackson Lab*</td>
<td>Tuesday</td>
<td>previous Monday noon</td>
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<tr>
<td>Jackson Lab*</td>
<td>Thursday</td>
<td>previous Wednesday noon</td>
</tr>
<tr>
<td>Covance</td>
<td>Tuesday</td>
<td>previous Wednesday noon</td>
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*Please note that, currently, Jackson Lab and Charles River deliver on both Tuesday and Thursday.

Call Lori Bugher at PACUC with any questions on this process (765/494-7259 or lbugher@purdue.edu)

Winter Holidays Animal Ordering Deadlines:

Week of 12/17/18 (week before Christmas week)—There will be NO animal deliveries during the university shutdown from 12/24/18 – 1/2/19. Therefore, the **last animal delivery for 2018 will be the week of 12/17/18** and the **last week to order animals will be the week of 12/10/18**. Regular ordering guidelines apply for this week. Animal orders placed the week of 12/17/18 will arrive in January.
Animal Use Qualification Number and Animal Exposure Occupational Health Risk Assessment

If you are, or will be, an animal user at Purdue University, you are required to obtain a Qualification number (Q number) to work hands-on with animals. Obtaining this number is handled through the PACUC office.

There are a few steps to this process:

Document the HANDS-ON training you have received in the animal qualification database. The link to the instructions and to the database is: https://www.purdue.edu/research/regulatory-affairs/animal-research/qualification-training.php. Add the species and techniques that you have been trained to work with. You also must complete the Risk Assessment Form attached to the Qualification Form. Once you complete your form and Save and Submit your qualifications and risk assessment, the form will be routed electronically to your supervisor who will need to approve it prior to the form routing to the PACUC office. The form must be received in the PACUC office so that we are assured you have successfully completed any required training directly associated with animals.

When PACUC receives notice that you have completed your training record in the Qualification database, you will receive an email from us with instructions and links on the web-based CITI module training. There are different modules to complete for each species, and also some PACUC required modules.

Once confirmation is received that you have successfully completed the CITI modules, you and your supervisor will be emailed your Qualification number.

If you have any questions on this process, please contact the PACUC office at dgalema@purdue.edu or (765) 494-9163.
PURDUE ANIMAL CARE AND USE COMMITTEE
Administrative staff

Phone: 765/494-9163
Fax: 765/496-2415

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2019 PACUC MEETINGS

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Deadline for Protocol Submission</th>
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<tbody>
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