|  |  |  |  |
| --- | --- | --- | --- |
| Animal Use Protocol #: |  | # Animals Approved: |  |
| Principal Investigator: |  | # Animals Used: |  |
| Room #: |  | # Animals Currently Housed: |  |
| Study Title: |  | | |

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| --- | --- | --- | --- |
| **Protocol and Approved Personnel** | Y | N | N/A |
| Do the PI and the Auditor have the most recent version of approved protocol documents? |  |  |  |
| Are all personnel listed in the approved protocol or associated amendments? |  |  |  |
| Do all personnel have access to the approved protocol and associated documents? |  |  |  |
| Have personnel met all training requirements? |  |  |  |
| Are personnel current on their Occupational Health and Safety enrollment? |  |  |  |
| Are personnel aware of procedures to follow in the event of injury or accidental exposure to hazards or hazardous materials? |  |  |  |
| Are personnel aware of who to contact with concerns of animal health and wellness? |  |  |  |
| Are personnel aware of how to report concerns about the care and use of animals? |  |  |  |
| Comments: | | | |

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| --- | --- | --- | --- |
| **Animal Housing** | Y | N | N/A |
| Does the protocol number on the animals caging correspond with the correct protocol? |  |  |  |
| Do cage cards display the required information (protocol #, PI name and contact info, animal #, species/strain, DOB)? |  |  |  |
| Do the species/strain match the approved protocol? |  |  |  |
| Is there a log or inventory of the number of animals used to date? |  |  |  |
| Is there appropriate signage on the room and cages? |  |  |  |
| Are animals caged appropriately? |  |  |  |
| Are the levels of animal care and veterinary care appropriate? |  |  |  |
| Comments: | | | |
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| **Study Areas** | Y | N | N/A |
| Have the housing and or procedure areas been approved for use by the IACUC? |  |  |  |
| Does the appropriate personnel have access to the study areas? |  |  |  |
| Is the workspace clean and tidy? |  |  |  |
| Is the workspace able to be appropriately sanitized? |  |  |  |
| Are hazards appropriately stored and labelled? (gas cylinders secured, chemicals labeled, sharps containers available and used appropriately, etc.) |  |  |  |
| Is the PPE appropriate for the species and procedures available? |  |  |  |
| Are laboratory personnel wearing PPE appropriately? |  |  |  |
| Comments: | | | |

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| **Hazardous Materials** | Y | N | N/A |
| Does the lab have approval and associated permits from Risk Management for materials being used? |  |  |  |
| Are personnel trained and aware of applicable safety precautions? |  |  |  |
| Is appropriate signage visible for applicable hazardous materials? |  |  |  |
| Are emergency procedures and Safety Data sheets readily available? |  |  |  |
| Are appropriate PPE available and being used by personnel for applicable hazards? |  |  |  |
| Comments: | | | |

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| **Study Procedures** | Y | N | N/A |
| Are animals transported to Procedure areas properly? |  |  |  |
| A procedures being performed consistent with those in the approved protocol? |  |  |  |
| Are appropriate records kept? (animal health, animal weight, blood collections, medication dosages and frequencies and routes of administration , fasting, procedure dates, etc.) |  |  |  |
| Comments: | | | |

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| --- | --- | --- | --- |
| **Anesthesia** | Y | N | N/A |
| Do methods of anesthesia correspond to those described in the protocol? |  |  |  |
| Are anesthetized animals being monitored appropriately? |  |  |  |
| Are inhalant anesthetics being delivered and scavenged appropriately? |  |  |  |
| Is inhalant anesthetic equipment appropriately maintained? |  |  |  |
| Are anesthetic procedures being documented appropriately? |  |  |  |
| Comments: | | | |

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| --- | --- | --- | --- |
| **Surgery** | Y | N | N/A |
| Are surgical procedures being performed in an IACUC approved area? |  |  |  |
| Is the surgical area separate from the induction and prep area? |  |  |  |
| Is the surgical area clean and uncluttered? |  |  |  |
| Is the appropriate surgical PPE provided and being used and disposed of correctly? |  |  |  |
| Are drug preparations appropriately labelled? |  |  |  |
| Are animals aseptically prepped? |  |  |  |
| Are sterilization methods validated and routinely monitored? |  |  |  |
| Are sterile instruments and aseptic techniques being used? |  |  |  |
| Are all drugs, fluids, sutures, and supplies within the expiration date? |  |  |  |
| Are surgical logs kept? |  |  |  |
| Comments: | | | |

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| **Disposition and Euthanasia** | Y | N | N/A |
| Does the method of disposition or euthanasia correspond with the approved protocol? |  |  |  |
| If a physical method is used, is anesthesia administered prior to euthanasia? |  |  |  |
| Are personnel performing euthanasia trained appropriately and approved on the protocol? |  |  |  |
| Is euthanasia method and equipment in compliance with the most recent AVMA Guidelines for Euthanasia? (CO2 delivery system, guillotine inspections and maintenance performed regularly and logged) |  |  |  |
| Comments: | | | |

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| --- | --- | --- | --- |
| **Post-Operative Recovery** | Y | N | N/A |
| Is there an appropriate recovery area? |  |  |  |
| Is post-operative care adequately documented to include drug dosages, frequency, routes of administration? |  |  |  |
| Are methods of analgesia appropriate and as described in the protocol? |  |  |  |
| Comments: | | | |

Additional Notes:

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**Lab Representative Lab Representative Signature**

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**Auditor Name Auditor Name**

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**Auditor Signature Auditor Signature**