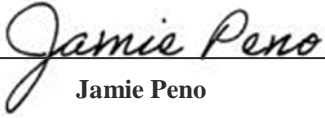
 <div style="display: inline-block; vertical-align: middle;"> DIVISION OF RESEARCH & INNOVATION <small>Research Integrity & Compliance</small> </div>		Institutional Animal Care and Use Committee Standard Operating Procedures	
Title: Program Reviews and Facility Inspections			
Effective Date:	December 22, 2020	Document Number:	IACUC-SOP-01-14.00
Approval/Date: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  _____ Jamie Peno Director, Research Integrity and Compliance </div> <div style="text-align: center;"> 12/22/2020 _____ Date </div> </div>			
REVISION HISTORY			
Date	Section	Author	

PURPOSE

- A.** The University of North Texas Institutional Animal Care and Use Committee is responsible for ensuring the humane care and use of animals in research at UNT by evaluating the animal programs and related facilities. Facility Inspections and Program Reviews must be completed every 6 months by the IACUC and should be reported to the IO.

SCOPE

It is the responsibility of the Principal Investigator to follow all policies and procedures in regards to the requirements for the humane care and use of animals in research at UNT.

It is the responsibility of the Principal Investigator and their respective departments to maintain procedure and housing facility standards required by the IACUC for any animals housed outside of the UNT Vivarium.

DEFINITIONS AND ABBREVIATIONS

UNT- University of North Texas, Denton
 IACUC- Institutional Animal Care and Use Committee
 SOP/SOP's- Standard Operating Procedure(s)
 IO- Institutional Official
 OLAW- Office of Laboratory Animal Welfare
 USDA- United States Department of Agriculture

PROCEDURES

II. Program Reviews

A. Semiannual IACUC program reviews (see IACUC Form-09 Program Review Checklist and Form-10 Veterinary Care Inspection Checklist) should be conducted at a convened Full Committee meeting to evaluate the following aspects:

1. Animal Care and Use Program
2. IACUC Committee
3. IACUC Records and Reporting Requirements
 - a) Semiannual report to the IO
 - b) Reports to OLAW
 - c) Reports to USDA
 - d) Records maintained and retained appropriately for all reports, animal activities, meetings
4. Investigating and Reporting Animal Welfare Concerns
5. Disaster Planning and Emergency Preparedness
6. IACUC Protocol Review
7. Veterinary Care
 - a) Clinical Care and Management
 - b) Animal Procurement and Transportation
 - c) Preventative Medicine
 - d) Surgery
 - e) Pain, Distress, Anesthesia and Analgesia
 - f) Euthanasia
 - g) Drug Storage and Control
8. Personnel Qualifications and Training
9. Occupational Health and Safety of Personnel

B. Items should be noted as:

1. Acceptable
2. Minor Deficiency
3. Significant Deficiency- that is or may be a threat to animal health or safety
4. Change in Program- item that needs to be noted in semiannual report to IO and in the annual report to OLAW
5. Not Applicable

III. Facility Inspections

A. Semiannual IACUC facility inspections (see IACUC Form- 08 Facility Inspection Checklist) should be conducted by at least two members of the IACUC or its administrators. All animal housing and support area sites under the purview of the UNT IACUC should be inspected and evaluated on the following aspects:

1. Facility location
2. Facility construction
3. Animal rooms, caging, and primary enclosures
4. Environmental Controls
 - a) Temperature
 - b) Humidity
 - c) Ventilation
 - d) Light
 - e) Noise and Vibration
5. Environmental Enrichment, Behavioral and Social Management
6. Food and Water
7. Bedding and Substrate

8. Sanitation
9. Cage-washing Equipment
10. Waste Disposal
11. Pest Control
12. Emergency, Weekend, and Holiday Care
13. Animal Identification
14. Recordkeeping
15. Breeding Genetics and Nomenclature
16. Storage Areas
17. Personnel Areas
18. Surgery Areas
 - a) Functional components
 - b) OR operational procedures to support asepsis
 - c) Surgical preparation area
 - d) Post-operative recovery areas
 - e) PPE
19. Special Facilities
 - a) Procedure areas
 - b) non-survival surgeries
 - c) laboratories
 - d) imaging
 - e) hazardous agent containment
 - f) behavioral studies

B. Items should be noted as:

1. Acceptable
2. Minor Deficiency
3. Significant Deficiency- that is or may be a threat to animal health or safety
4. Change in Program- item that needs to be noted in semiannual report to IO and in the annual report to OLAW
5. Not Applicable

IV. Deficiencies

A. Deficiencies should be communicated in writing to the responsible personnel.

B. Deficiencies should be assigned a reasonable timeline for correction based on the severity of the issue

1. Should a deficiency be found to be an immediate threat to the welfare of researchers and/or animals the committee may choose to suspend activities (See IACUC Procedure 01.16 Reporting and Investigating Noncompliance of Care and Use of Animals).

C. Documentation of the corrective actions and verification should be retained along with all inspection reports and any related correspondence.

REFERENCES

1. UNT IACUC Procedure 01.16 Reporting and Investigating Noncompliance of Care and Use of Animals
2. IACUC Form- 09 Program Review Checklist
3. IACUC Form- 10 Veterinary Care Inspection Checklist
4. The Guide

APPENDICES

IACUC Standard Operating Procedures