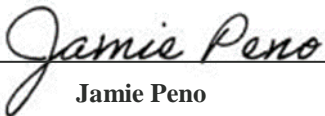
 <div> <div>DIVISION OF RESEARCH &amp; INNOVATION</div> <div>Research Integrity &amp; Compliance</div> </div>		<b>Institutional Animal Care and Use Committee</b>  <b>Standard Operating Procedures</b>	
<b>Title: Animal Tissue Protocol Submission</b>			
<b>Effective Date:</b>	December 22, 2020	<b>Document Number:</b>	IACUC-SOP-04-01.00
<b>Approval/Date:</b>  <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">               _____  <b>Jamie Peno</b>              Director, Research Integrity and Compliance           </div> <div style="text-align: center;">             12/22/2020              _____  <b>Date</b> </div> </div>			
<b>REVISION HISTORY</b>			
<b>Date</b>	<b>Section</b>	<b>Author</b>	

## PURPOSE

All personnel exposed to animals or animal tissues at UNT should be listed on an Animal Use Protocol or Animal Tissue Use Protocol and must participate in the Occupational Health for Animal Workers program by completing an annual Medical Health Questionnaire. Federally funded projects require that the use and sourcing of animal tissues and fluids be appropriately verified and documented, submission of a Tissue Use Protocol to the UNT IACUC is used to satisfy this requirement.

## SCOPE

It is the responsibility of the Principal Investigator to source animal tissues and fluids through appropriate resources as described in this procedure.

It is the responsibility of the Principal Investigator to submit and Animal Tissue Use Protocol to the IACUC for retention.

It is the responsibility of the Principal Investigator to ensure all personnel handling animal tissues and fluids have documented, appropriate lab safety training and have been enrolled in the Occupational Health and Safety for Animal Workers Program.

It is the responsibility of the IACUC to ensure that tissues and fluids used in research are sourced appropriately and that any tissues or fluids taken from a UNT animal ante-mortem is done so under an approved UNT IACUC Animal Use Protocol.

## DEFINITIONS AND ABBREVIATIONS

UNT- University of North Texas, Denton

IACUC- Institutional Animal Care and Use Committee

SOP/SOP's- Standard Operating Procedure(s)

## **PROCEDURES**

### **I. Tissue Use Protocols**

- A.** Protocols requiring the acquisition of live animals to be euthanized for tissue and/ or fluid harvesting must be submitted as an Animal Use Protocol using the UNT IACUC Form 01- Animal Use Protocol Submission Form.
- B.** Tissue Use Protocol submissions can only be used when the project will be sourcing the tissues or fluids through an approved source. (See IACUC Procedure 04-02 Animal Tissue Sourcing)
  - 1. Tissue Use only projects may be submitted using the UNT IACUC Form 15- Animal Tissue/ Fluid Protocol Use Form which requires the following information:
    - a) Principal Investigator and contact information
    - b) Title of the Project
    - c) Tissue sourcing information:
      - i. Vendor contact information, or Principal Investigator and AUP# if sourced from an Animal Use Protocol approved for Tissue Sharing
      - ii. Species
      - iii. Specific Tissues (ie. brain, eyes, skin, etc.)
      - iv. Quantity
      - v. Method of transport
    - d) Personnel handling specimens
      - i. All personnel must participate annually in the Occupational Health and Safety for Animal Workers Program by completing and submitting a Medical Health Questionnaire online.
        - (i) This requires all personnel have had a recent tetanus vaccine.
        - (ii) See UNT IACUC Procedure 01-05 Occupational Health and Safety for Animal Workers Program
    - e) Hazardous materials involved with the use of the tissues and/or fluids and any associated approved IBC protocol numbers.
    - f) Location animal tissues will be stored and used.
    - g) Indication of future use in live animal model and associated approved AUP#.
      - i. Tissues sourced for preparation to be implanted in a live animal model should be submitted as part of an Animal Use Protocol or they may be submitted as a Tissue Use Protocol as long as the approved Animal Use Protocol includes use of modified tissues and is listed.

## **REFERENCES**

- 1. IACUC Form 01- Animal Use Protocol Submission Form
- 2. IACUC Form 15- Animal Tissue/ Fluid Use Protocol Form
- 3. UNT IACUC Procedure 04-02 Animal Tissue Sourcing
- 4. UNT IACUC Procedure 01-05 Occupational Health and Safety for Animal Workers Program

## **APPENDICES**

### **IACUC Standard Operating Procedures**