



INDIANA UNIVERSITY
Office of Research Compliance (ORC)
Institutional Animal Care and Use Committee (IACUC)

Cage Card Requirements- Rodents

FULL POLICY CONTENTS

Scope	Responsible University Office:
Policy Statement	Office of Research Compliance IACUC Office(s)
Reason for Policy	
Regulatory Authority/References	Responsible University Administrator:
	Vice President for Research
Effective Date: 2.2015	Policy Contacts:
Updated Date: 2.2015	Indianapolis: somiacuc@iupui.edu

Scope

This policy applies to all Indiana University faculty, staff, and students involved in teaching, exhibition, or experimental manipulation of rodents under an IACUC-approved protocol. The term “rodent” in this policy refers to any non-USDA regulated species of rodent.

Policy Statement

A cage card should be present to account for every animal. Cage cards are created by the Laboratory Animal Resource Center (LARC) and should include the PI’s name, protocol number, age and/or arrival date, sex of the animal(s), species, and strain/stock with any relevant genotypic information. Cage cards for rodents may be shared between animals in the same cage, or maintained individually per animal. In keeping with current procedures in the LARC rats are assigned individual cage cards whereas the unit of assignment for mice is the cage.

The PI and research staff should document major experimental procedures on the front of cage cards as a means to facilitate communication with LARC when possible. The date and a brief description of the procedure is requested by LARC where procedures may result in the appearance of sedation or illness in the animal or where a hazardous agent is in use. Examples where procedural information is desired includes anesthesia administration, surgery, tumor cell line implantation, BSL-2 or other hazardous compound administration. All hazardous agents (biological, radioactive, or chemical) used with animals should be clearly indicated. Information recorded on cage cards does not eliminate the need for investigators to maintain full research records within their laboratory (recorded in lab notebooks or other means as appropriate).

After euthanasia of the animals, the cage cards can be either: 1.) Placed in the “stop census” box located in each LARC facility; or 2.) Kept by the lab as a supplemental record of animal research. If the lab wishes to keep the cage card, the lab is responsible for alerting the LARC main office that the animals have been euthanized and census should be stopped.

Reason for Policy

The Guide and the PHS policy require that accurate records documenting animal identification be maintained. Providing basic procedural information on the cage card supports rapid and valid health assessment by LARC and alerts staff when hazards may be present to assist with workplace safety.

Regulatory Authority

Guide for the Care and Use of Laboratory Animals, Eighth Edition. Institute for Laboratory Animal Research, Division on Earth and Life Studies, National Research Council. 2011. National Academies Press. (Guide)

Public Health Service Policy on Humane Care and Use of Laboratory Animals. NIH, Office of Laboratory Animal Welfare. 2011. <http://grants.nih.gov/grants/olaw/references/phspol.htm> (PHS)

Medical Records for Animals Used in Research, Teaching, and Testing: Public Statement from the American College of Laboratory animal medicine. ACLAM Medical records committee: K Field, M Bailey, LL Foresman, RL Harris, SL Motzel, RA Rockar, G Ruble, MA Suckow. ILAR. 2007. 48(1):37-41.

ACLAM Position Statement on Adequate Veterinary Care