



INDIANA UNIVERSITY

Office of Research Compliance (ORC)

Institutional Animal Care and Use Committee (IACUC)

Satellite Housing

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Effective: 2.2015
Last Updated: 2.2015

Responsible University Office:
Office of Research Compliance IACUC Office(s)

Responsible University Administrator:
Vice President for Research

Policy Contacts:
Indianapolis: somiacuc@iupui.edu

Scope

This policy applies to all animals owned by IUSM for use in teaching, research on IACUC-approved protocols. The purpose of this policy is to define what constitutes a satellite housing as well as what is considered an acceptable justification for satellite housing at IUSM. The intent of this document is to define the IACUC's policy and to provide guidance to investigators.

Background

The Guide for the Care and Use of Laboratory Animals (the Guide, NRC 2011) states: "Animals should be housed in facilities dedicated to or assigned for that purpose, not in laboratories merely for convenience. If animals must be maintained in a laboratory to satisfy the scientific aims of a protocol, that space should be appropriate to house and care for the animals and its use limited to the period during which it is required. If needed, measures should be taken to minimize occupational hazards related to exposure to animals both in the research area and during transport to and from the area." (p. 134)

Policy

Animals cannot be housed outside Laboratory Animal Resource Center (LARC) for extended periods of time without prior IACUC approval.

Special approval for satellite housing is required whenever:

- USDA-regulated mammals that are kept outside of LARC is discouraged. If housing outside of LARC is needed for more than 12 hours, the Principle Investigator must consult with the Attending Veterinarian and/or IACUC Chair before planning any experiments. This includes hamsters, gerbils or guinea pigs that would require housing the animals outside LARC more than 12 hours.

- Rodents and lower species (such as fish) are kept outside of LARC for more than 24 hours.

Approval in the IACUC protocol application or via amendment for satellite housing will be allowed only if the IACUC is assured that proper housing conditions are met and justified.. Approval will not be granted for convenience or cost saving reasons.

The proposed satellite housing area must be inspected for suitability before approval is granted. Once an area is approved for satellite housing, it will be subject to semi-annual IACUC inspections. All satellite areas must be accessible to the veterinary staff at all times. The Principal Investigator is responsible for the safety and security of the animals in his/her satellite facility.

Housing Space:

The proposed satellite housing space must be appropriate with regard to all applicable requirements, including:

- temperature;
- humidity;
- light cycle;
- air exchanges;
- pathogen control;
- security;
- employee and animal safety;
- an appropriate sanitization program must be established, and
- occupied cages may not be stacked on top of one another or kept on the floor.

Specifics:

- A minimum/maximum type thermometer must be used and checked daily. If the temperature falls outside of the temperatures recommended in the Guide (68-79 degrees F), it is the laboratory's responsibility to report the problem to the IACUC and contact Campus Facility Services (317-278-1900) to correct the problem.
- A description of how temperature is monitored after hours and who is alerted when the temperature falls out of the temperature range, must be maintained and available for the IACUC during semi-annual inspections.
- Animals must be checked daily, including holidays and weekends.
- LARC personnel may provide daily animal care for the animals while they are housed in the satellite housing space. Arrangements are to be made with LARC.
- If Principal Investigator personnel provide the care, they must be trained by LARC and use the applicable LARC Standard Operating Procedures or other procedures that ensure regulatory standards are met.
- Coordination for obtaining and returning supplies for housing and food must be arranged with LARC. Dirty caging must be returned promptly to LARC.
- Principal Investigator personnel must maintain documentation of animal care activities, a log of temperature and humidity, and a census sheet, and all documents must be clearly posted or readily available upon request.
- Information should be posted in the satellite housing space to reflect contact information for the Principal Investigator, LARC veterinary staff, and any other support personnel that may need to be contacted in case of an emergency. The current emergency veterinary on-call phone numbers must be visibly posted in the immediate area.
- Emergency access must be provided to LARC (for example, in the event of a building system malfunction).
- LARC staff, IACUC inspectors, and/or Research Compliance staff will check all satellite housing spaces regularly.
- The IACUC may revoke permission for laboratory housing if the facility becomes unsuitable for continued housing of animals for any reason. Such reasons may include changes in regulations, non-compliance by research staff, deteriorating facilities, protocol termination, or if rationale is no longer valid.
- Any changes to the rationale for satellite housing space must be approved by the IACUC before implementation.