ANIMAL USE GUIDLINES

1. ARC Form Approval must be received prior to receiving research animals.

2. Training in the care and handling of your research animals must be done before you can start to work with your animals. This is usually taken care of in small groups or on an individual basis. It includes, but is not limited to, the feeding, cleaning, and in some cases the handling of the animals. The upkeep of the facilities and the responsibilities of notifying the technicians of the need for more supplies (wood shavings and food) BEFORE THE BINS ARE EMPTY.

3. Cage identification cards must be filled out legibly and completely.

4. Keep a complete and detailed record for each animal you use.

5. Check your animals daily.

6. If you must leave campus during the time you are using your animals make sure to have another individual who is trained and approved available to care for your animals, and that you notify your project advisor and the appropriate technician.

7. Make sure that your animals are properly housed. Do not over crowd the cages. If you are not sure, ASK! You will be given guidelines during your training but these are flexible depending on individual needs and projects.

8. Be aware of the other animals in the area. If you see an animal without food or water that is not labeled for food or water dep. Give it some food and or water and notify the technician i.e. Liz Caskey or Eileen Swan either by e-mail or in writing.

9. If you find a dead animal, (either yours or someone else’s) fill out the mortality log, bag it and put it in the freezer...DO NOT LEAVE IT IN THE CAGE!!

10. If you have an animal allergy, or develop an allergy to your research animals take appropriate precautions while completing your project.

11. If you have a cold or the flu, use a mask and gloves while in the colonies or handling your animals.

12. If your protocol indicates that your research animals need to be euthanized at the end of your project YOU will be responsible to either do it or see to it that it is done.

13. THESE GUIDELINES ARE FOR ALL ANIMALS USED FOR RESEARCH ON THIS CAMPUS. THIS INCLUDES BUT IS NOT LIMITED TO: fish, crayfish, frogs, lizards, snakes and rodents.