

## *Laboratory Animal User Self-Assessment*

### Personnel

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- 1.** Are all animal users in the laboratory approved for work on the original protocol(s) and/or via an amendment?

Please note: if an animal user of your laboratory is not approved for work on an IACUC approved protocol, this is not in compliance with the federal and institutional regulations to which Drexel University must adhere, to be allowed to continue its animal research enterprise. This [form](#) must be submitted to [iacuc@drexel.edu](mailto:iacuc@drexel.edu) and approved prior to any person within a Drexel laboratory can be allowed to work with animals.

- 2.** Are all animal users in the laboratory up to date on required trainings and health certifications to work with animals?

○ CITI Training Program Modules for Animal Welfare

- Please note: the CITI base module must be refreshed every 3 years. All others only need to be done once at initial training. Periodic refreshing of other modules is encouraged but not mandatory to ensure compliance with lab animal research standards.

○ Occupational Health Certification

- Until Further Notice: The IACUC is not requiring up to date Occupational Health and Safety Certificates for current animal users on current protocols or periodic reports to remain in compliance with current [CDC recommendations](#) to social distance.

○ ULAR Species Specific Training

- Until Further Notice: The ULAR team is unable to accommodate species specific training to remain in compliance with current [CDC recommendations](#) to social distance.

- 3.** Do all animal users and lab personnel have access to the original protocol and/or all amendments to date?

Please Note: A part of the Principal Investigators responsibilities is to ensure that their staff understand the policies and procedures that are approved by the IACUC according to the [Drexel IACUC Policies and Procedures Manual](#). To do this, all research personnel must have access to that information.

### Protocol Health

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- 1.** Are all drugs listed in the IACUC protocol sections 17 & 20 consistent with current actual laboratory practices?

If not, please find and complete the appropriate amendment form on the [new amendment page](#).

- 2.** Are all drugs, cell lines, substance vehicles and all other agents used to conduct research in date (not expired), properly stored, labeled, and accounted for in an inventory? This includes those stored in the animal facility as well as the laboratory space. (This information is found in protocol sections 17, 20 & 25)

Use of expired drugs in laboratory animals is a significant deficiency in the operation of the Drexel University lab animal usage program. It is best practice to keep an inventory. Please review the [IACUC Policy for Expired Drugs and Agents](#) for more information.

- 3.** For those conducting surgery, is the aseptic technique described in section 22bi consistent with the current [IACUC Policy for surgery and care - Rodents / Nonrodents](#)?

If not, please find and complete the pre-filled out amendment form on the [PAM webpage's "Latest"](#) section for the ease of keeping your protocol compliant. Feel free to review the policy link above beforehand.

- 4.** If you are using CO<sub>2</sub> for animal disposition in section 25, are the flow rate details up to date with the current [IACUC Euthanasia Policy](#)?

If not, please visit the [PAM webpage's "Latest"](#) section for the pre-filled out amendment and its simplified version of amendment submission! Feel free to review the policy link above beforehand.

- 5.** Have additional procedures to the original IACUC protocol been submitted and approved by the IACUC prior to implementation?

If not, please find and complete the appropriate amendment form on the [new amendment page](#) and submit to the [iacuc@drexel.edu](mailto:iacuc@drexel.edu) for approval.

- 6.** If there is a corresponding Biosafety protocol with your IACUC protocol, is it up to date and parameters being followed?

Please visit the [Drexel Biosafety Webpage](#) and please feel free to contact the biosafety committee via at [biosafety@drexel.edu](mailto:biosafety@drexel.edu) if you have any questions, concerns or comments about this requirement.

### Animal Use

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- 1. Are the animal strains, ages and numbers utilized in the study consistent with sections 10, 11, 12 & 25 of the IACUC approved protocol?
- 2. Are animal usage records up to date?
- 3. Have any adverse or unexpected results involving animal welfare occurred? If so, were they reported on the periodic report of the protocol and/or were veterinary staff contacted?

If not, this will require a Self-Report. Please click the hyperlink for directions. One-on-One support in this process is always available by contacting [animalwelfare@drexel.edu](mailto:animalwelfare@drexel.edu). Self-reporting is the preferred course of action over a formal investigation and the consequences as outlined in the [IACUC Policy Investigating AWCs and NC Activities](#).

- 4. If your laboratory is actively breeding animals, have the records of animal production been submitted to ULAR?

More Information can be found here: [IACUC Mouse Breeding Policy \[PDF\]](#), [ULAR Rodent Breeding Report \[PDF\]](#)

### Laboratory Space

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- 1. Are all instruments, tools, chemical hoods etc. that will be utilized in animal experimentation up to date in inspection and within the [IACUC Sanitation Policy](#) best practices?
- 2. Are all recordings of laboratory animals securely stored according to policy within the laboratory?

More information can be found at [IACUC Recording Policy \[PDF\]](#).

- 3. Are posted Standard Operating Procedures in the laboratory up to date?
- 4. Is the Chemical Inventory of the laboratory up to date?

### Field Studies

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- 1. Are current necessary licenses and permits up to date for the area of study?
- 2. Are all chemical hazards disposed of properly, protecting the field environment and ecosystem of the field research?