

Review Date: _____

DMACC IACUC CLASS PROTOCOL REVIEW FORM

SECTION I: GENERAL INFORMATION

Contact Person:	Phone:	Fax:
Department:		
Correspondence Address:		
E-mail Address:		
Principle investigator level: <input type="checkbox"/> Faculty <input type="checkbox"/> Staff		
Faculty or staff in attendance:		
Title of class:	Date(s) of class:	

ASSURANCE

- I certify that the information provided in this application is complete and accurate.
- I agree to provide proper surveillance of this project to ensure that the rights and welfare of the animal subjects are protected. I will report any problems to the IACUC committee
- I agree that I will not begin this project until receipt of official approval from IACUC
- I agree that modifications to the originally approved project will not take place without prior review and approval by IACUC.
- I will ensure that all personnel have appropriate training.

SIGNATURES

Signature of Contact Person

Date

Signature of Faculty or Staff Member in Attendance

Date

FOR IACUC USE ONLY:

Project approved date: _____

Project not approved date: _____

Signature of IACUC Chair

Date

SECTION II: protocol information

1) Course information:

Semester and year course will be taught:
This course is: <input type="checkbox"/> required <input type="checkbox"/> elective
Estimated class size:

2) Explain the rationale for involving animals and the appropriateness of the species for this course Please address the alternatives to the use of animals considered.

Note the concerning alternatives: The federal government generally regards alternatives or alternative methods as those that incorporate some aspect of replacement, reduction, or refinement of animal use. These include methods that use non-animal systems or less sentient animal species to partially or fully replace animals (for example, the use of an in vitro or insect model to replace mammalian model), methods that reduce the number of animals to the minimum required to obtain scientifically valid data, and methods that refine animal use by lessening or eliminating pain or distress and, thereby, enhancing well-being. Potential alternatives that do not allow the attainment of the goals of the research are not, by definition, alternatives. Regardless of the alternatives source(s) used, your response should include adequate information for the IACUC to assess that a reasonable and good faith effort was made to determine the availability of alternatives or alternative methods. If a database search or other sources identifies a bona fide alternative method (one that could be used to accomplish the goals of the animal proposal) your response should justify why this alternative was not used.

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3) a. in the table below, list the title (s) of each laboratory exercise which will include the use of live vertebrate animals. List by species, number and age/weight of animal to be used.

Title of laboratory	species	Number Yr. 1	Number Yr. 2	Number Yr. 3	Total # animals	Age/wt.

b. Explain how the number of animals needed for each lab was determined

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c. Summarize in non-technical language the objective of each of the above exercise

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d. For each of the laboratory exercise listed in question 3a. Indicate whether:

- Each student will perform the procedure with live animals
- Students will work in groups on procedures involving live animals

Specify number of students per animal

- Procedures involving live animals will be performed only by an instructor or teaching assistant.

4) Describe the pre-laboratory preparation given students prior to performing live animal exercise

5) Where will the laboratory exercise(s) take place?

6) To indicate that you are in compliance with the “Guidelines for the use of live vertebrate animals in Teaching “ (Animal Care Welfare Act) answer the following questions:

Are students informed early in the course and before using animals? (circle one)

- a. Yes No that live animals will be used in the course?
- b. Yes No which species of animals are to be used in the course?
- c. Yes No about general procedures to be performed?
- d. Yes No whether or not euthanasia will be performed, and if so, by what method
 - a. And by whom?
- e. Yes No of any potential zoonotic diseases or use of any other potentially Hazardous agents?
- f. Yes No that the use of animals within the college are monitored by the DACC Institutional Animal Care and Use Committee?
- g. Yes No that problems and concerns related to animal use in the course are to be discussed with the instructor. The department executive officer or the Institutional Animal are and Use Committee may then be contacted if resolution cannot be reached with the instructor.
- h. Yes No whether non-animal instructional methods are available as an alternative

Personnel

7) List all individuals who will assist in teaching the procedures described in this form. This information is intended to inform the committee of the training and background of the key personnel.

NAME & DEGREE(S)	SPECIFIC DUTIES ON PROJECT	TRAINING & EXPERIENCE RELATED TO PROCEDURES PERFORMED DATE OF TRAINING

8) List personnel who are authorized to approve medical treatment or euthanasia.

NOTE: If none of the individuals listed can be contacted in a timely manner the decision to treat or euthanize animals will be made by the designated veterinary staff.

Name	Work Phone #	Home Phone #	E-Mail Address

Animals

IF MULTIPLE SPECIES ARE TO BE USED IN THIS COURSE, ANSWER EACH QUESTION FOR EACH SPECIES.

9) What is the source of the animal? (Check all that apply and specify numbers for each if more than one source is checked)

SOURCES OF SPECIES	NUMBER OF EACH SPECIES
<input type="checkbox"/> DMACC Animal Production herd	Number:
<input type="checkbox"/> Privately owned	Number:
<input type="checkbox"/> Other e.g., purchased at a sale barn	Number:

Animal Housing

10) Primary housing location(s), including any special housing needs (e.g., special caging, type of bedding, special environmental requirements, etc.). If animals will be housed in a lab or anywhere else outside of a DMACC-approved housing facility for more than 12 hours, please provide the building and room number and justification for alternate housing location.

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Humane Use Categories

11) In the table below, indicate the total number of animals of each species that will be used in each Humane Use Category over the next 12 months. This information is included in the College's annual report to the United States Department of Agriculture. A description of the Humane Use categories follows.

SPECIES COMMON NAME	USDA CLASSIFICATION B, C, D, E	NUMBER OF ANIMALS TO BE USED

Total number of animals (should equal the total number of animals listed in 3a):

Category C: Animals used in teaching or research in which no pain or distress is involved (e.g., experiments involving minimal pain or distress such as observation studies, blood sampling, injections, approved methods of euthanasia).

Category D: Animals used in teaching or research which involves pain or distress to the animals for which appropriate anesthetic, analgesic, or tranquilizing drugs will be used (e.g., survival and non-survival surgery). NOTE: The animal Welfare Act requires consultation with the attending veterinarian during planning of all studies that may cause more than momentary pain or distress.

Category E: Animals used in teaching or research which involves pain or distress to the animals for which appropriate anesthetic, analgesic, or tranquilizing drugs will NOT be used (e.g., infectious diseases). Attach to this application a description of the procedures producing pain or distress in the animals and the reasons anesthetics, analgesics, or tranquilizers cannot be used. NOTE: This sheet will accompany the University's annual report to the United States Department of Agriculture and will be available to the public through the Freedom of Information Act.

Alternative to Painful Procedures:

12) Federal law requires that “The principle investigator must provide a written narrative of the sources consulted to determine whether or not alternatives exist to procedures which may cause pain or distress.”

13) State the criteria and process for timely intervention (e.g., removal of animals from the study or class or euthanasia), if pain or distress result from the experimental or class procedures.

Project Termination

14) At the end of the laboratory/course the animals will be:

NOTE: If multiple categories are checked, designate the number of animals for each category.

- Slaughtered. Number:
- Sold. Number:
- Returned to colony, herd, or owner. Number:
- Other – please specify. Number:
- Euthanized. Number:

Describe the euthanasia method to be used specifying the agent, dosage, and route of administration. Justify any methods inconsistent with the recommendations of the American Veterinary Medical Association Panel on Euthanasia.

Please specify how the carcass will be disposed of following euthanasia:

Please specify who will dispose of the carcasses.

- Disposed of by key personnel.
- Other. Please specify:

Complete ALL sections which are relevant to your class. Remove all sections which do not apply.

15) If the animals are to be held longer than 12 hours, indicate the type of caging to be used and the duration of confinement. If food or water will be withheld, justify (include duration of fast).

16) Describe how animals will be housed during transportation.

17) Complete the table below for all drugs to be given (anesthetic, analgesic, tranquilizing or restraining agents, etc.).

Generic Name of Agent	Dose (Unit/body wt)	Route of Administration	Frequency of administration

18) If any of the procedures described above will cause pain or distress to the animals and the pain/distress will not be relieved, a justification must be provided.

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19) Using the table below, describe the procedures for monitoring the animals during recovery from the above procedures.

Species	Parameters to be monitored	Frequency of monitoring	Person responsible for monitoring	Location of monitoring