

Animal Care and Use Protocol Review Application
Institutional Animal Care and Use Committee
Rowan University

IACUC approval is required for use of non-human vertebrate animals in teaching and research. Please complete this form, obtain the appropriate signatures, and return the form to the Office of Research. If you have any technical questions, you may send an e-mail to harper@rowan.edu. If you have any administrative questions, you may send an e-mail to heiser@rowan.edu or call 856-256-5150.

Protocol Title:

Protocol PI or Faculty Sponsor:

Department:

Email Address:

Mailing Address:

Telephone Number(s): Voice _____ Fax _____

Emergency : _____ Other : _____

Protocol Starting Date:

Protocol Ending Date:

IACUC may approve protocols for up to 3 years' duration. However, annual continuing review reports are required for each year of the protocol approval period. When resubmitting this form at the end of the protocol approval period, please provide the original protocol number next to the title. For external researchers, please provide the name of the institution where IACUC approval was given.

Mail or deliver the original of this form to:

Office of Research

Bole Hall Annex

Rowan University

201 Mullica Hill Rd.

Glassboro, NJ 08028

Deadline: All IACUC forms must be submitted at least two weeks prior to a regularly scheduled IACUC meeting. Meeting dates and deadlines are posted on the Internet at http://www.rowan.edu/open/provost/research/Integrity_and_compliance/Iacuc/Iacuc.htm

This Space Reserved For IACUC

IACUC Protocol: _____

Date Received: _____

Date Reviewed: _____

Date Approved
or Disapproved: _____

Required Signatures:

- All people using animals under my direction will be trained to use appropriate methods and will read and agree to comply with this protocol.
- All animal use will be in accordance with the guidelines set forth in the Faculty and Administration Manual.

PI or Faculty Sponsor Signature:

(must be an employee or hold an academic appointment at the Rowan University)

Date: _____

Department Chair or Cognizant Administrator Signature:

_____ Date: _____

Funding

Is this research externally funded? Yes No Pending

If yes, please submit a copy of the narrative portion of each grant application to the IACUC committee with this application.

If sponsored, list sources, below:

PI: _____ Funded by: _____

Grant Title: _____

__ Yes __ No : For funded projects, are contents of this protocol the same as those described in the funding application?

Proposed animal use is for (check all that apply):

Laboratory/Classroom Settings

__ ___ Faculty Research
__ ___ Student Research
__ ___ Teaching

Field Settings

- ___ Faculty Research
- ___ Student research
- ___ Teaching

All Personnel Using Animals

List responsible person first. For teaching protocols, class lists are not required.

Check if students will be involved in animal use

	Name & Affiliation	Email	Phone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

(Continue on a separate sheet)

Unusual Conditions of Use and Care

__ YES __ NO

Collaboration with another institution?

If yes, specify: _____

Animal exposure to biohazards?

Agent(s): _____

Animal exposure to radiological hazards?

Isotope(s): _____ Radiological Activity: _____

Equipment: _____

Will animals be used outside of approved animal facilities?

If yes, location: _____

(Approved facilities are: Science Building)

Are there any other animal health concerns that might result from the proposed research?

If yes, specify in the protocol.

Will the implementation of this protocol directly or indirectly result in unusual health risks for humans?

If yes, specify in the protocol.

Animal Protocol Preparation Instructions

Answer questions 1-7, below, in the appropriate sections. If additional space is needed, attach additional pages. Clearly number or label each item as listed below. If references are provided, list full reference citation and/or include a copy of each article and attach to this application.

1. Acquisition of Animals (Answer each question or indicate if not applicable.)
 - A. Where will animals be procured?
 - B. Who is the responsible receiving party?
 - C. What is the protocol for delivery? Include what measures have been taken to ensure that the animals are delivered when a responsible party can receive them.
 - D. How will animals be moved between and within facilities? Specify what methods will be used to minimize stress, injury, and chance of escape.

Note: The Rowan Animal Facility director must be notified at least two weeks before procurement. Procurement is contingent on the availability of housing space and physical plant limitations.

(Continue on separate sheet)

2. Rationale

Answer each question.

- A. What is the overall purpose and/or value of the research? For instructional protocols, include a description of the goals of the course.
- B. Is this a duplication of previous research? If yes, explain.
- C. Why must animals be used? Are alternatives available?
- D. Why must this species be used?
- E. Provide a justification for the number of animals used, and explain procedures for determining the total number of animals.

(Continue on separate sheet)

3. Procedures

Describe all experimental procedures using animals. Include detailed information about all aspects of animal use, for example:

- Environment in which experiments will be conducted.
- Experimental manipulations.
- Chemical and pharmaceutical manipulations (include dose, frequency, route of administration, etc).
- Food deprivation (or any unusual feeding protocols).
- Surgical procedures.
- Animal handling.
- Animal transportation from housing site to experimental site.

(Continue on separate sheet)

4. Husbandry

Include information for first year of use only. You will be asked to address subsequent years' use on the annual Continuing Review Report Form.

(Note: this section should only be filled out for those animals that are held for more than 12 hours.)

- A. Where will animals be housed and used?
- B. Who is responsible for daily care?
- C. What feeding regimen will be used?
- D. What cleaning regimen (i. e., method and frequency) will be used?
- E. Provide type of housing used and number of animals per unit.
- F. Describe the temperature, humidity, and light requirements of the animals and how those requirements will be met.

i. Species	ii. Total Animals Per Semester Fall/Spring/Summer	iii. Maximum Daily Census	iv. Initial Date of Animal Use	v. Ending Date of Animal Use	vi. Animal Use Location	vii. Animal Housing Location	viii. Approved Housing Facility* (Yes/No)	ix. Animal Care by Approved Staff (Yes/No)

(Continue on separate sheet)

*Approved facility is Science Building

5. Disposition of Animals

Include a description of how animals will be disposed of at the end of use.

- For transfer to another protocol of same investigator, provide approved protocol number.
- For transfer to another researcher at the Rowan University, provide name and approved protocol number.
- For transfer to another researcher/institution, provide name of individual or entity receiving the animals, how the transfer will be handled, and how the animals will be used following the transfer.
- For euthanasia, describe the method to be used as well as the methods by which death will be confirmed before disposal of animals. All euthanasia methods should comply with the 2000 Report of the American Veterinary Medical Association (AVMA) Panel on Euthanasia. If euthanasia methods do not comply, provide a scientific justification. A link to the AVMA Report can be found on the Rowan IACUC website.
- For adoption, submit an Animal Adoption Release Form (AARF) at the time of adoption. The AARF can be found on the Rowan IACUC website.
- For release into the wild, provide location as well as all pertinent information regarding the animals' ability to survive as well as their environmental impact.

(Continue on separate sheet)

6. Pain/Distress

For Moderated and Unmoderated Pain/Distress Categories

(a) These categories have the potential for more than momentary or slight pain or distress. Include a description of the methods used to assess pain and a written narrative describing the methods and sources used to determine that alternative procedures (i.e., less painful or distressful) are not available. The narrative might include information such as that in the following sample:

I have performed the following database searches (insert database titles and key words used). Based on (insert number) years of experience in this field in conjunction with periodic consultation of bibliographic sources (insert source titles) and a number of references including major journals (insert titles), I believe there is no alternative to performing this potentially painful/distressful procedure. Based on the aforementioned references and experience, this (insert species) animal model is the most appropriate for conducting my research.

(b) Provide a list of anesthetics (including paralytics) and other drugs. Include dosage, routes, and frequency of administration.

For Unmoderated Pain/Distress Category ONLY

(c) Provide written explanation of the procedures producing pain or distress for any portion of the protocol and the reason drugs can not be used to fully alleviate pain/distress. Include the species, number of animals affected, and the criteria used for determining the experimental endpoint or the timely intervention for removal of animals from the pain and distress. Investigator may be requested to attend an IACUC meeting to discuss the proposed research.

(Continue on separate sheet)

7. Training of Personnel

Describe how personnel who perform animal anesthesia, surgery, or other experimental manipulations are qualified through training or experience to accomplish these tasks in a humane and scientifically acceptable manner. If any personnel are in need of training, indicate who will train them prior to their use of animals.

(Continue on separate sheet)