IACUC Semi-Annual Inspection
Lab Pre-Visit Self Assessment Checklist

Review current protocols used by the laboratory to assure that:
□ YES □ NO  All individuals performing animal activities are properly trained and are listed on the protocol document.

□ YES □ NO  All animal procedures being performed are described in protocol.

□ YES □ NO  All personnel are familiar with procedures for reporting non-compliance issues

Review staff knowledge of available resource material for guidance:
□ YES □ NO  All individuals knowledgeable and familiar with University based resources (IACUC, LAMS, UHS, EH&S, and Radiation Safety websites).

□ YES □ NO  All individuals knowledgeable of Federal Regulatory or AAALAC accreditation resources (USDA, NIH-OLAW, DEA, OSBP, and AAALAC websites).

□ YES □ NO  Downloaded hardcopy or web version copies of the “The Guide for the Care and Use of Laboratory Animals” and “AVMA Guidelines for Euthanasia” present in the lab.

Review laboratory records to assure that:
□ YES □ NO  All controlled substance records are current and accurate.

□ YES □ NO  All animal care records (i.e. satellite housing daily logs, surgical records, cage cards) are current and accurate.

Review procedure areas to assure that:
□ YES □ NO  Designated animal procedure areas are organized, free of clutter, and clean.

□ YES □ NO  Storage areas for supplies (i.e. chemicals and other hazardous materials, surgical instruments etc.) are organized and clean.

□ YES □ NO  All control substance drugs, injectable fluids, and medical devices are within the labeled expiration limit and under locked conditions when not in use.

□ YES □ NO  All diluted drugs or chemical reagents in secondary containers are properly labeled with special attention to affixed expiration date.
Review animal use procedures to assure that

□ YES □ NO All required records are being properly utilized and completed (satellite housing daily logs, survival surgery or procedural anesthesia record sheets).

□ YES □ NO Aseptic procedures being used for survival surgery. Designated rodent surgery area location is being managed according to SOP's.

□ YES □ NO Animal recovery and observation procedures are appropriate for species, and analgesic support follows protocol directives.

□ YES □ NO For survival surgery on USDA covered species use of separate areas for surgeon and animal preparation, aseptic surgery, and post-surgical care are maintained and organized.

□ YES □ NO Animals are not being held in satellite procedure areas for longer than the mandated time periods depending on the regulatory agency and species involved; ≤ 12 hrs for USDA, and ≤ 24 hrs for OLAW covered animals unless lab is approved as an satellite housing area.

Review animal euthanasia procedures to assure that

□ YES □ NO The euthanasia method is consistent with the approved protocol.

□ YES □ NO A secondary physical method is used following euthanasia.

□ YES □ NO Animals which have been euthanatized or found dead are being placed in a LAMS carcass cooler for disposal.

□ YES □ NO Animals which are being culled as part of colony maintenance are being euthanized and properly disposed of prior to returning cages to LAMS.

Review Occupational Health and Safety concerns to Assure that:

□ YES □ NO All staff are aware of emergency contact numbers.

□ YES □ NO All staff are aware that if a species change is made to protocol that they should contact UHS to update their records to reflect species change.

□ YES □ NO Sharps containers are being properly used and maintained.

□ YES □ NO All staff are trained in the use of protective clothing and other applicable safety apparatus when working with animals (allergy protection – hazardous agents).