

**SEATTLE CHILDREN'S RESEARCH INSTITUTE  
OPERATING POLICIES / PROCEDURES**

<b>DEPARTMENT:</b>	Institutional Animal Care and Use Committee
<b>POLICY NUMBER:</b>	IACUC-002
<b>REPLACES:</b>	
<b>EFFECTIVE DATE:</b>	June 10, 2005
<b>REVISION DATE:</b>	March 3, 2011
<b>POSTED FROM:</b>	

**TITLE:** Responsibilities And Authorities

**SUMMARY:**

The purpose of this policy is to establish clear lines of authority and responsibility between the Institutional Animal Care and Use Committee (IACUC) and Institutional Official (IO) as mandated by the Animal Welfare Act (AWA), the Health Research Extension Act (HREA) of 1985, and as directed by the Public Health Service (*PHS Policy*), the United States Department of Agriculture (USDA) and the National Research Council's (NRC) *Guide for the Care and Use of Laboratory Animals* (the *Guide*).

**POLICY/PROCEDURE:**

002-1 Children's Hospital CEO has appointed the President for Research as Institutional Official (IO), with responsibility for appointing IACUC members as follows:

002-1.1 The President for Research shall appoint all regular voting members;

002-1.2 The President for Research shall appoint the IACUC Chairperson.

002-2 The IACUC shall be staffed by the IACUC Administrator, who serves as the gate keeper of information and communications for the IO, the IACUC, investigators, and other offices within the Office of Research Support Services (ORSS).

002-3 The IACUC shall report directly to the IO and shall, at a minimum, provide a Semiannual Report including:

002-3.1 Status of compliance with regulation and policies;

002-3.2 Recommendations for correcting deficiencies necessary to maintain or achieve compliance; and

002-3.3 Recommendations regarding any aspect of the animal program, facilities, or personnel training.

002-4 The IACUC shall be directly responsible for:

002-4.1 Oversight and evaluation of all aspects of the Seattle Children's Animal Care & Use Program;

002-4.2 Review of all proposed activities and significant changes relating to the care and use of animals (for research and teaching purposes) regardless of funding source;

002-4.3 Annual review of all approved animal use protocols;

002-4.4 Resubmission of all approved animal use protocols after expiration;

002-4.5 Conducting semiannual reviews of the Animal Care and Use Program

002-4.6 Conducting semiannual inspections of the animal facility; and

002-4.7 Reviewing and investigating concerns about animal care and use.

002-5 The IO shall have the authority to administratively disapprove of any project before or following IACUC approval. If a project is administratively disapproved, the IO shall address a letter to the IACUC Chairman and Investigator outlining the reasons for disapproval. The IO may not, however, overrule any decision by the IACUC to withhold approval of a protocol.

Submitting Office: Office of Institutional Assurances

Approved by:

\s\ Anne Clancy, IACUC Chairperson, 3/24/2011

\s\ William R. Morton, VMD, Attending Veterinarian, 3/30/2011

\s\ Mason Craig. Bailey, Manager/Office of Animal Care, 3/24/2011