

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

DEPARTMENT: Institutional Animal Care and Use
Committee
POLICY NUMBER: IACUC-016
REPLACES:
EFFECTIVE DATE: June 10, 2005
REVISION DATE: March 8, 2011
POSTED FROM:

TITLE: Animal Care And Use Training And Education Program

SUMMARY:

The purpose of this policy is to establish a Training and Education Program for all Seattle Children's Research Institute faculty and staff who are directly involved with animal handling, treatment and manipulation. Both the Animal Welfare Act (AWA) and the Health Research Extension Act (HREA) require that institutions using animals in research, teaching or testing, provide training of personnel in the care and use of laboratory animals.

POLICY/PROCEDURE:

016-1 Scope of Program

016-1.1 The Training and Education Program will cover research faculty and staff (including visiting staff, students and trainees), animal care personnel, professional, management and supervisory personnel who work with animals at Seattle Children's Research Institute.

016-2 Program Content

016-2.1 ¹Regulatory

016-2.1.1 Institutional Structure & Responsibilities;

016-2.1.2 Regulations, Policies, Guidelines & Standards;

016-2.1.3 Ethics of Animal Experimentation;

- 016-2.1.4 Policies for Approval and Use of Laboratory Animals;
 - 016-2.1.5 Reporting Concerns or Deficiencies in Animal Care and Use;
 - 016-2.1.6 Care & Handling of Laboratory Animals;
 - 016-2.1.7 Occupational Health & Safety.
- 016-2.2 Participation in lectures, wet labs, and online training modules covering selected topics in laboratory animal science including:
- 016-2.2.1 University of Washington (UW) species specific classes;
 - 016-2.2.2 Humane practices of animal care (housing husbandry, handling);
 - 016-2.2.3 Humane practices of animal use (aseptic techniques, handling & restraint, euthanasia);
 - 016-2.2.4 Research & testing methods that minimize animal numbers (¹online training modules), and;
 - 016-2.2.5 Research & testing methods that minimize pain and distress (¹online training modules).
- 016-2.3 Individual sessions are available, as needed, to assist research faculty and staff with handling, and technical procedures involving animals.
- 016-2.4 Pursuit of technician certification by the American Association for Laboratory Animals Science (AALAS) is strongly encouraged for Office of Animal Care (OAC) staff. This is attainable through self-study and preparatory classes at the following levels:
- 016-2.4.1 Assistant Laboratory Animal Technician (ALAT);
 - 016-2.4.2 Laboratory Animal Technician (LAT);
 - 016-2.4.3 Laboratory Animal Technologist (LATG).
- 016-3 Training and Education Program Compliance

016-3.1 All Principal Investigators (PIs) must provide a complete list of personnel who will be working with animals in their IACUC application.

016-3.2 Information pertaining to addition of new staff, to this list (016-3.1.), must be made available to the IACUC by the PI. Advising the IACUC of this change is accomplished with the submission of a *Modification - Add Study Personnel Request form* to the IACUC. An initial IACUC and OAC review, for assessment of qualifications to work with animals at Seattle Children's Research Institute, is required prior to IACUC approval.

016-4 Training and Education Program Documentation

016-4.1 Documentation of participation in and completion of the training and education program components will be maintained by the IACUC Administrator.

REFERENCES:

¹Collaborative Institutional Training Initiative (CITI)

ARENA / OLAW, "The Institutional Animal Care and Use Committee Guidebook", 2nd Ed. NIH. Bethesda, MD. 1602

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