

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

<b>DEPARTMENT:</b>	Institutional Animal Care and Use Committee
<b>POLICY NUMBER:</b>	IACUC-035
<b>REPLACES:</b>	
<b>EFFECTIVE DATE:</b>	June 10, 2005
<b>REVISION DATE:</b>	November 6, 2008
<b>POSTED FROM:</b>	

**TITLE:** Review of Research Projects Where Animals are Housed and Used in Offsite Non-Children's Animal Facilities

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**SUMMARY:**

The purpose of this policy is to identify the specific requirements for reviewing the proposed activities to which this policy applies, in order to assure that any use of animals conforms to the ethical and humane standards for animal care and use, federal statutes and regulations, policies and guidelines, and applicable Hospital policies and procedures.

**DEFINITIONS:**

1. Animal means any live, vertebrate animal (although AAALAC accredited programs must include invertebrates in the definition).
2. Offsite animal activities include any use of animals in a research, testing, or teaching activity that occurs offsite (e.g., in non-Children's animal facilities).
3. Use of animals includes animals used or intended for use in research, training, experimentation, or for biological testing or related purposes.

**POLICY/PROCEDURE:**

035-1 APPLICABILITY

Review of Research Projects Where Animals are Housed and Used in Offsite Non-Children's Animal Facilities

035-1.1 Any housing or use of animals for the purpose of research, testing or teaching, conducted in whole, or in part, offsite (including field studies), must be reviewed and approved/registered by all applicable Seattle Children's entities prior to initiation. This will apply if any of the following criteria are satisfied:

035-1.2.1 It is conducted by or under the direction of Seattle Children's personnel in connection with his or her hospital responsibilities.

035-1.2.2 It uses Seattle Children's property, facilities, or resources to support or carry out the activity.

035-1.2.3 The name of Seattle Children's is used in applying for funds (intra or extramural).

035-1.2.4 The investigator plans to use his/her Children's association in any publication or public presentation resulting from the activity.

## 035-2 REQUIREMENTS

035-2.1 The Children's IACUC may approve/register activities involving animals that are proposed to occur at or in collaboration with offsite locations when appropriate documentation demonstrating the support and collaboration of the offsite location(s) and compliance with federal requirements is provided.

035-2.2 Documentation necessary for Children's IACUC approval/registration of offsite animal activities may include but not be limited to:

035-2.2.1 Confirmation of registration with the Office of Laboratory Animal Welfare (OLAW) and applicable Assurance Identification,

035-2.2.2 Confirmation of registration with the United States Department of Agriculture (USDA) and applicable identification,

035-2.2.3 Confirmation of an on site Institutional Animal Care and Use Committee, and

035-2.2.4 Policies and Procedures (P&P) relating to the intended service to be provided.

Submitting Office: Office of Animal Care

Approved by:

\s\ Anne Clancy, IACUC Chairperson, October 17, 2007

\s\ William R. Morton, VMD, Attending Veterinarian, September 19, 2007

\s\ Brian M. Umrysh, Manager/Office of Animal Care, September 11, 2007