



# TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO

## Operating Policy and Procedure

**HSCEP OP:** 73.03, **Animal Care and Usage**

**PURPOSE:** This Texas Tech University Health Sciences Center El Paso (TTUHSC El Paso) Operating Policy and Procedure (HSCEP OP) provides a framework to ensure compliance with state and federal laws with regard to use of animals in research.

**REVIEW:** This HSCEP OP will be reviewed each odd-numbered year by the institutional Veterinarian, the Institutional Animal Care and Use Committee (IACUC) Chair, and the Institutional Official, with recommendations for revisions submitted to the Vice President for Research (VPR) or designee by October 1.

### **POLICY/PROCEDURE:**

#### **I. Definitions.**

- A. Institutional Animal Care and Use Committee (IACUC): The IACUC shall signify the committee established by the Institutional Official (IO) under authority granted by the President of TTUHSC El Paso for assessment and oversight of TTUHSC El Paso's Animal Care and Use Program, components, and facilities. The Chair of the IACUC shall be designated by and report to the IO.
- B. Institutional Official (IO): The individual who bears ultimate responsibility for the Animal Care and Use Program (ACUP), and is responsible for resource planning and ensuring alignment of ACUP goals with the mission of TTUHSC El Paso. The IO signs the institution's Public Health Service Assurance document. The IO shall report to the President of TTUHSC El Paso.
- C. Institutional Veterinarian (iVet). The iVet is the individual responsible for the health and well-being of all animals used in the TTUHSC El Paso ACUP. The iVet directly oversees all aspects of animal care and use to ensure compliance with Federal, state, and local regulations as well as contemporary Standards of Veterinary Care. The iVet serves as the primary Attending Veterinarian (AV). The iVet reports directly to the Managing Director and IO.

#### **II. Compliance with laws and policies.**

- A. All activities must be in accordance with the PHS Assurance #D19-01056.
- B. All TTUHSC El Paso activities involving animals must be in accordance with local, state, and federal laws and regulations applicable to the care and use of animals. These laws include but are not limited to the Animal Welfare Act; federal regulations implementing the Animal Welfare Act; the Health Research Extension Act of 1985; the U.S. Government Principles for the Utilization and Care of Vertebrate Animals used in Testing, Research and Training; the Public Health Services Policy on the Humane Care and Use of Laboratory Animals; and the provisions and principles set forth in the most recent edition of the Guide for Care and Use of Laboratory Animals, published by The National Academies Press or National Academy of Sciences.
- C. All TTUHSC El Paso activities involving animals must be in compliance with all applicable TTUHSC El Paso policies and procedures.

### **III. Obligations of the administration and university members.**

- A. It is the responsibility of the president, the IO, Vice President for Research, the IACUC, and the Laboratory Animal Resources Center (LARC) to support and protect the officially sanctioned use of animals in research, teaching, and service at TTUHSC El Paso.
- B. The president, in consultation with the IO or designee, the IACUC, and the iVet shall adopt appropriate administrative policies and procedures to implement this policy.
- C. University faculty, staff, students or volunteers involved in the care and use of animals shall:
  - 1. Be appropriately qualified or supervised for conducting procedures on animals;
  - 2. Receive and participate in adequate in-service training including the proper and humane care and use of laboratory animals;
  - 3. Receive certification of training;
  - 4. Abide by and carry out the decisions of the IACUC and the iVet as well as all IACUC policies.
  - 5. Permit IACUC personnel to inspect labs, records, and data from ongoing activities to ensure regulatory compliance.

### **IV. Institutional Official.**

- A. The president shall appoint the IO to oversee all aspects of TTUHSC El Paso's animal care and use programs.
- B. The president shall delegate the authorities necessary to carry out the responsibilities identified in section c. below, to the IO.
- C. The IO has the responsibility to:
  - 1. Ensure that the IACUC, iVet, and the LARC have sufficient resources to execute an ACUP that meets current federal standards of animal care and facility maintenance;
  - 2. Lead the IACUC and the iVet in planning for the needs of TTUHSC El Paso to fulfill its research and teaching mission;
  - 3. Ensure compliance with applicable laws and policies identified in Section 2;
  - 4. Appoint IACUC members;
  - 5. Develop, in consultation with IACUC and the iVet, administrative policies and procedures for review and possible adoption by the president which are necessary to implement this policy;
  - 6. Implement this policy with the assistance of the president, the IACUC, and the iVet through the LARC;
  - 7. Perform all necessary reporting requirements; Report to the appropriate federal governmental and TTUHSC El Paso officials any serious or continuing noncompliance with the laws and policies identified in Section 2 and any

corrective action taken;

8. May subject to further review and approval of the protocols that have been approved by the IACUC, but may not approve an activity that has not been approved by the IACUC;
9. Commit TTUHSC El Paso to meet the requirements of Public Health Service (PHS) Policy on Humane Care and Use of Laboratory Animals and the Animal Welfare Act;
10. Ensure that all personnel involved in animal care, treatment, and use are qualified to perform their duties and that adequate training and instruction in specific areas are provided to those personnel;
11. Ensure that the institution has an AV (iVet) who provides adequate veterinary care to its animals in compliance with federal and state laws, policies and guidelines.

**V. Animal Care and Use Committee.**

- A. The president, through the IO, shall establish and maintain an IACUC. The IACUC has reporting responsibilities to the IO.
- B. The IACUC shall consist of at least five members with expertise, one of whom shall come from a community external to TTUHSC El Paso. The other members of the IACUC shall consist of at least a veterinarian, who at minimum is experienced with laboratory animals, a practicing scientist experienced in research involving animals, and a member whose primary expertise is in a nonscientific area.
- C. The IACUC has the responsibility to:
  1. Review and make a determination on all proposed activities involving animals prior to the start of the activity;
  2. Conduct post-approval monitoring of ongoing activities involving animals.
  3. Conduct semi-annual inspections of facilities where animals are being housed and used;
  4. Provide a mechanism for anonymous reporting of animal welfare concerns and investigate all complaints of welfare concerns and protocol noncompliance;
  5. Report to the IO any serious or continuing noncompliance with federal, state, or TTUHSC El Paso laws, policies, or procedures; and
  6. Report any corrective actions taken in response to noncompliance to the IO.
- D. The IACUC shall review and approve, require modifications, or withhold approval of any and all TTUHSC El Paso activities involving animals in accordance with TTUHSC El Paso, state, and federal policies and procedures.
- E. The IACUC has the authority to:
  1. Inspect all facilities used for the care and use of animals;
  2. Review and evaluate TTUHSC El Paso's animal care and use programs;

3. Obtain records and other relevant information related to the use of animals;
  4. Take any actions, including suspending an activity, that are in its judgment necessary to ensure compliance with applicable federal, state, or TTUHSC El Paso policies and procedures.
- F. In performing its duties, the IACUC shall adhere to the following recognized principles:
1. Procedures involving animals will be designed and performed with due consideration of their relevance to:
    - a) Human or animal health;
    - b) The advancement of knowledge; or
    - c) The good of society; and
  2. The proper use of animals requires the avoidance or minimization of discomfort, distress, and pain consistent with sound research design.

#### **VI. Institutional Veterinarian (iVET)**

- A. The president shall, through the IO, designate an iVet to establish and maintain a specific program to provide veterinary services and research support through the LARC for animals used in TTUHSC El Paso activities.
- B. Responsibilities: The iVet has direct responsibility for the health and well-being of all animals used in teaching and research at TTUHSC El Paso. The iVet shall serve as the primary AV. The iVet shall serve on the IACUC and work closely with the IACUC chair to meet programmatic goals.
- C. The veterinary services and support provided shall include:
  1. Husbandry programs including animal procurement/transportation, species-specific housing, biosecurity, and vivarium space management;
  2. Veterinary medical services including disease detection, prevention, and treatment; consultation and assistance in anesthesia, analgesia, surgery, post-operative care, protocol-related health issues, euthanasia.
  3. Training for faculty, staff, and students in appropriate animal handling, procedural and surgical technique, and reproductive biology/breeding as needed to support research and teaching.
  4. Expert consultation on the selection, care, and use of TTUHSC El Paso research and educational animals.
  5. Expert consultation on facility planning for the space and equipment needs of TTUHSC El Paso based on number and type of species maintained and expected growth thereof.
- D. The LARC will be directed and supervised by the Managing Director and iVet. The iVet has the authority to stop animal use, if in his/her professional opinion, sufficient animal welfare concerns exist.