Animal Care and Use Program Policy

Advisory Council Charter

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1. **Mission Statement:** The mission of the OHSU Institutional Animal Care and Use Committee (IACUC) Advisory Council (OIAC) is to foster a mutually respectful partnership between OHSU investigators and the IACUC, ensuring that animal research occurs at OHSU in a manner that facilitates and accelerates the ethical conduct of research while assuring the highest standards of animal welfare.

2. **Guiding Principles:** The OIAC will follow these guiding principles:

    a. Investigators desire to be in compliance at all times with all state and federal regulations and local requirements and to work in partnership with the Department of Comparative Medicine (Central/Waterfront Campus or CWC) or the Division of Animal Resources (West Campus or WC) to provide the very best animal care.

    b. Investigators will perform the research outlined in their IACUC protocol and the IACUC will facilitate the timely and streamlined review of IACUC applications through straightforward and transparent processes.

    c. Accurate and well-documented sources of information about federal and state regulations and guidelines will be available to PIs and IACUC members.

    d. Recommendations to adopt changes in institutional policies and procedural requirements may be made by the OIAC.

3. **Purpose:** The OIAC is implemented by the OHSU Research Integrity Office (ORIO) to assist and advise the Vice President for Research (VPR), those who report to the VPR, and those who are responsible for oversight of animal research at OHSU including the IACUC. The OIAC will assist in drafting policies by:
    a. Working with ORIO and Legal Counsel to interpret regulations and regulatory guidance;
    b. Soliciting reviews and comments from the OHSU animal research community in the development of policies; and
    c. Providing feedback to the IACUC during the policy development process.

4. **Focus Areas:** The OIAC will:
    a. Identify areas for process improvement in animal research compliance;
    b. Suggest solutions for policy and process areas;
    c. Provide feedback to the IACUC during policy and procedure development;
    d. Help identify ways to streamline the protocol application process;
    e. Develop quality assessment/service level benchmarks and regularly review quality and service level indicators of the IACUC office;
    f. Monitor progress toward enhanced efficiency and customer service; and
    g. Advise ORIO in creating and utilizing quality control mechanisms.

5. **Process:** The OIAC will:
    a. Meet on a monthly basis to review focus area issues and make recommendations to the IACUC regarding these;
    b. Conduct some of its business via electronic (email) means;
    c. When needed, form sub-groups to work on specific issues;
    d. Suggest policy and procedure priorities to the IACUC on a continual basis;
    e. Endorse new or revised policies by consensus and then forward them to the CWC and WC IACUCs for review and approval; and
    f. Receive reports of completed policies and procedures and quality or service level assessment activities from ORIO.

    Animal Care and Use Program policies will be developed and implemented as described in the policy titled Policy Development. Policies will be written with investigators and IACUC members in mind and will include the purpose, scope, procedures, and authority for each policy. Definitions and references will be included as appropriate.

6. **Standards:** The OIAC will provide input to the IACUC during policy development and in doing so, will follow appropriate federal and state regulations and regulatory guidance. Sources for animal research **regulations** include, but are not limited to:
    a. The Health Research Extension Act of 1985, Public Law 99-158, "Animals in Research";
    b. The Public Health Service Policy on Humane Care and Use of Laboratory Animals;
    c. The U.S. Government Principles for the Utilization and Care of Vertebrate Animals Used in Testing, Research, and Training;
    d. The Animal Welfare Act (Public Law 89-544. Title 7 of the U.S. Code §2131 et seq); and
    e. The Animal Welfare Act Regulations (9 CFR, Chapter 1, Subchapter A, Parts 1, 2, and 3).

    Sources for animal research compliance **guidance** include, but are not limited to:

a. OLAW guidance at http://grants.nih.gov/grants/olaw/olaw.htm
b. OLAW commentary at http://grants.nih.gov/grants/olaw/references/commentary.htm
c. OLAW Frequently Asked Questions at http://grants.nih.gov/grants/olaw/faqs.htm
d. USDA publications and reports at http://www.aphis.usda.gov/animal_welfare/publications_and_reports.shtml
e. The National Research Council Guide for the Care and Use of Laboratory Animals (8th ed.);
f. The Association for the Assessment and Accreditation of Laboratory Animal Care International (AAALAC);
g. The ARENA/OLAW Institutional Animal Care and Use Committee Guidebook (2nd ed.); and
h. Inspections, reports, policies and sanctions occurring at other animal research institutions.

7. **Organization:** The OIAC is led by either the CWC or WC IACUC chair, and convened and staffed by the Director of ORIO. Those who report to the VPR and who are responsible for animal research compliance at OHSU will attend and provide pertinent information to the Council.

8. **Membership:** Members of the OIAC are selected by the VPR and the Director of ORIO from the active animal research community located on the CWC or WC at OHSU. Members should represent multiple OHSU departments and research units. Representation from CWC and WC should be relatively proportional according to the total animal-based research activity on each campus. The term of service is two years with new members added every year to allow cross-over of knowledge and experience. A member completing a two-year term may request reappointment to the council.