BACKGROUND

The purpose of this policy is to describe the process by which research staff can be trained and approved to care for and perform procedures on animals (excluding Non-Human Primates) at all OHSU facilities.

DEFINITIONS

Division of Animal Resources (DAR): Provides training for investigators and research staff working on the West Campus and Oregon National Primate Research Center.

Department of Comparative Medicine (DCM): Provides training for investigators and research staff working on the Central or Waterfront Campuses.

I. SCOPE

This policy applies to all research personnel working directly with animals regardless of degree or previous training, but excludes those who are associated with the Division of Animal Resources (DAR) or Department of Comparative Medicine (DCM) since their job description requires a very specific and detailed training program.

II. POLICY and PROCEDURE

All research personnel must complete the following requirements prior to working with animals:

a. Complete “Responsible Conduct of Research (RCR) for All,” a training module available through Big Brain (http://www.ohsu.edu/integrity/training/bigbrain/). This is in addition to the courses required for all OHSU employees (e.g. Conflict of Interest, Respect at the University).

b. Complete “RCR Involving Animal Subjects,” also available through Big Brain.

c. Demonstrate proficiency working with the species and procedures listed on the IACUC Animal Protocol. This can be achieved several ways:
i. OHSU personnel who have been working on an active protocol at the time of the adoption of this policy (a) are approved for the species that they currently care for or perform procedures on under that protocol; or (b) may be approved in accordance with section (ii) below.

ii. Attending an animal handling class offered by the Department of Comparative Medicine (DCM) or the Division of Animal Resources (DAR). For rodent handling on the central or waterfront campuses go to http://www.ohsu.edu/research/rda/cm/calendar/calendar.php to register for a class. For other species used on the central or waterfront campuses please contact DCM (at 503-494-8425). For training for all species except NHPs on the West Campus/ONPRC contact the Small Laboratory Animal Unit of DAR at 503-690-5228.

iii. Providing written verification of proficiency from a previous institution or employer and attending a facility specific orientation.

iv. Demonstrating proficiency to a DCM or DAR veterinarian or other IACUC designee

v. Completing one-on-one training with a DCM or DAR veterinarian or other IACUC designee

d. If animals are housed in the BRB Barrier facility (Central Campus) complete the on-line module and walk through orientation. Training module available via OHSU intranet, go to http://ozone.ohsu.edu/research/rda/cm/barrierlanding.shtml page.

e. If animals are housed in the ABSL-2 area (Central or Waterfront Campus) complete the on-line module and walk through orientation. Training module available via OHSU intranet, go to http://ozone.ohsu.edu/research/rda/cm/absl2landing.shtml page.

f. If animals are housed in the ABSL-3 area (West Campus/ONPRC), please contact the West Campus Research Safety Program at 503-690-5390 to schedule appropriate training to allow access to the designated rooms. Once access has been granted, please contact the SLAU Manager at 503-690-5228 to set-up training on appropriate animal handling techniques and other considerations in the ABSL-3 area.

g. Been approved as study personnel on an approved IACUC Animal Protocol

h. Be enrolled in the OHSU Occupational Health & Safety Program

III. AUTHORITY
a. **Animal Welfare Act. 9 CFR 1(C)(2.32)(a) and 2.33(a.2):** “Personnel qualifications.” It shall be the responsibility of the research facility to ensure that all scientists, research technicians, animal technicians, and other personnel involved in animal care, treatment, and use are qualified to perform their duties. This responsibility shall be fulfilled in part through the provision of training and instruction to those personnel. Each research facility shall assure that the attending veterinarian has the appropriate authority to insure the provision of adequate veterinary care and to oversee the adequacy of other aspects of animal care and use.

b. **PHS Policy: Section IV.C.1.f.:** “Review of PHS-Conducted or Supported Research projects” In order to approve proposed research projects…the IACUC shall determine that the research project conforms with the institution’s Assurance and personnel conducting procedures on the species being maintained or studied will be appropriately qualified and trained in those procedures.

c. **OLAW FAQs What kind of training is necessary to comply with PHS Policy, and how frequently should it be provided?** The institution is responsible for the training of its staff. The size and nature of institutional research programs varies significantly and accounts for the corresponding variation in the scope and depth of instructional programs and the frequency at which they are offered. At a minimum, the PHS Policy and Guide require institutions to: ensure that individuals who use or provide care for animals are trained and qualified in the appropriate species-specific housing methods, husbandry procedures, and handling techniques; ensure that research staff members performing experimental manipulation, including anesthesia and surgery, are qualified through training or experience to accomplish such procedures humanely and in a scientifically acceptable fashion; provide training or instruction in research and testing methods that minimize the number of animals required to obtain valid results and minimize animal distress; ensure that professional staff whose work involves hazardous biological, chemical, or physical agents have training or experience to assess potential dangers and select and oversee the implementation of appropriate safeguards; and ensure compliance with any initial and continuing education regarding State requirements for the licensing of veterinary or animal health technicians. [A4]

d. **Guide for the Care and Use of Animals 8th Ed. 2011.** Researchers conducting surgical procedures must have appropriate training to ensure that good surgical technique is practiced—that is, asepsis, gentle tissue handling, minimal dissection of tissue, appropriate use of instruments, effective hemostasis, and correct use of suture materials and patterns. Training may have to be tailored to accommodate the wide range of educational backgrounds frequently encountered in research settings. The IACUC, together with the AV, is responsible for determining that personnel performing surgical procedures are appropriately qualified and trained in the procedures (p.115). The IACUC is responsible for providing oversight and for evaluating the effectiveness of the training program. All Program
personnel training should be documented (p.15). Investigators and other personnel shall be appropriately qualified and experienced for conducting procedures on living animals. Adequate arrangements shall be made for their in-service training, including the proper and humane care and use of laboratory animals (p.200).

IV. REFERENCES

http://grants.nih.gov/grants/olaw/references/phspol.htm#PublicHealthServicePolicyonHumaneCareandUseofLaboratory