***Western Carolina University***

***Institutional Animal Care and Use Committee***

**Animal Use Protocol**

**for Classroom Use of Animals**

This form may be used for classroom projects involving the use of living animals. For classroom projects, the Principal Investigator must be the course instructor. If surgical procedures are included, this form may not be used and the Request for Review of Laboratory Research should be completed.

The course instructor must complete the appropriate CITI training program and will be expected to provide thorough and adequate training to students.

Return the completed form and any necessary permits to IACUC@wcu.edu

**PLEASE SINGLE CLICK ON SHADED BOXES TO TYPE**

1. **Administrative Information**

Principal Instructor:

Department:

Phone:

E-mail:

|  |  |
| --- | --- |
| Course #:  | Course Title:  |
| Semester/Year course offered: [ ]  Fall  [ ]  Spring  [ ]  Summer  |
| Type of Study: [ ]  Field [ ]  Lab [ ]  Field and Lab  |
| Course Level: [ ]  Undergraduate [ ]  Graduate [ ]  Undergraduate and Graduate |

1. **Study Objectives and Procedures**
2. Describe the specific aims of the course related to the use of animals, a detailed description of procedures involving animal use, and a brief overview of the methodology:
3. **Animals**
	1. List the species, number of animals, site location below, and justification of choice of species below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Common name** | **Species** | **Number of Animals** | **Site Location** | **Justification for Choice of Species and Numbers Used** |
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|  |  |  |  |  |

* 1. Will animals be housed at Western Carolina University for any length of time?

[ ]  No

[ ]  Yes. List the location on campus (building/room) where animals will be housed, how long animals will be housed, housing type, and provisions for providing food and water:

* 1. Will animals be held in traps in the field for any length of time?

[ ]  No

[ ]  Yes. Describe the capture techniques that will be used including: equipment, bait, frequency of trap checks, maximum duration animals will be held in traps, potential non-target species, and provisions for inclement weather:

* 1. Will animals be transported to campus or other location?

[ ]  No

[ ]  Yes. Describe caging, vehicles used, provisions for food, water and temperature control:

1. **Pain and Distress**
	1. Describe the steps taken to assess pain, discomfort, or distress and the steps that will be taken to minimize pain or distress.

* 1. Indicate the appropriate pain and distress category(ies) and the number of animals in each category. Sums should equal the total animals from Section 3 above.

|  |  |
| --- | --- |
|  **Pain and Distress Category  (based on USDA categories)** | **Number of animals used per semester** |
| Category **B** – Animals are held for breeding purposes, observation*Ex. Observations of wild animals w/o environmental manipulation*  |  |
| Category **C** – minimal, transient, or no pain or distress*Ex. Live trapping, AVMA approved euthanasia* |  |
| Category **D** – pain or distress relieved by appropriate measures*Ex. Surgery, biopsies, limb snips* |  |
| Category **E\*** - unrelieved pain or distress*Ex. Food/water deprivation, exposure to extreme elements, immobilization of conscious animal* |  |

\*For **category E** animals, a scientific justification is required to explain why the use of anesthetics, analgesics, sedatives or tranquilizers during and/or following painful or distressful procedures is contraindicated:

\*For **category D and E animals**, the results of a targeted literature search for alternatives to painful and distressful procedures must be provided below.

* + 1. List a minimum of 2 data bases consulted (e.g., PubMed, Agricola, Toxline, Biological Abstracts, etc.).

(1)

(2)

Additional databases:

1. Date of search:
2. Years covered by search:
3. Key words or search strategies used (e.g., analgesics, reduce pain, non-invasive, training):
4. Provide a brief summary of your search results:
5. **Anesthesia, Euthanasia and Disposition of Animals**
6. Specify in the table below the anesthetic agent for each procedure described in section 2. Where anesthetic combinations are called for, list each drug separately.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Experiment or** **Procedure**  |  **Drug** |  **Dose** |  **Route** | **Expected Duration** **of Anesthesia** |
|  |  |  |  |  |
|  |  |  |  |  |

1. List each person who will administer the anesthesia and their qualifications.

|  |  |  |
| --- | --- | --- |
| **Name** | **Status (faculty, staff, graduate student, undergraduate)** | **Qualifications** |
|  |  |  |
|  |  |  |

1. How will animals will be disposed of at the end of the study? Describe the procedure to be used and the personnel authorized to perform the procedure:

[ ]  Euthanasia:

[ ]  Release:

[ ]  Other disposal:

1. Under what circumstances would animals need to be disposed of before the end of the course? Describe the procedures that would be followed and the personnel authorized for the procedure:
2. **Safety and Training**
3. Describe training in animal care and use that has been or will be provided to students handling animals. If no training will be provided, explain why:
4. Does working with any of the species listed in Section 3 pose a health risk? If yes, describe the precautions that will be taken to minimize the risk:
5. Is permission required to gain general access and to conduct the study as proposed at each site?

 [ ] No**.** Explain:

[ ]  Yes. Include all permission notices with submission.

1. **Principal Investigator’s Statement**

By submitting this application, the Principal Investigator certifies the statements made in this request are accurate and complete. The Principal Investigator accepts responsibility for ensuring that all aspects of the study procedures are completed as described in the IACUC approved application and agrees to comply with all IACUC communication. The Principal Investigator will not commence work on the procedures described in this proposal until notice of approval is received from the IACUC.

The Principal Investigator will:

* Immediately inform the IACUC of any unexpected or emergent problems or study deviations that impact the welfare of the study animals
* Submit written amendments and receive IACUC approval prior to initiating significant procedural changes
* Train all research personnel in appropriate animal care and us3
* Retain all documents and correspondence with the IACUC related to these study procedures for at least three years

*My name and email address together constitute the symbol and/or process I have adopted with the intent to sign this application, and my name and email address, set out below, thus constitute my electronic signature to this application.*

PI Signature Date