



Duke University & Duke University Medical Center Animal Care & Use Program Policy

MANAGING DEFERRED ANNUAL REVIEWS AND ANIMAL USE

PERFORMANCE STANDARD: Animals will be used only under currently approved protocols.

BACKGROUND: All active protocols are reviewed on an annual basis. Animal usage on a protocol for which the annual review has been deferred must be placed on hold (e.g. no work may be performed) until the annual review has been cleared.

ROLES:

1. Principal Investigators should work with the IACUC to ensure that protocols are active and current and will remain so for any anticipated or on-going animal use.
2. IACUC will provide a mechanism to notify investigators and DLAR of protocols on hold as well as resolution of the hold.
3. Upon notification from IACUC DLAR will affix the appropriate card on those cages with a protocol on hold. DLAR staff will also monitor use of animals in the course of daily husbandry duties. DLAR will remove cards when instructed by the IACUC.

POLICY:

1. The IACUC Chairman or designee will review protocol annual renewal reports.
2. The IACUC will notify the principal investigator when an annual review has not been cleared.
3. All protocol activity must cease immediately until the item(s) requiring deferral have been resolved and the annual review has been cleared by the IACUC.
4. IACUC will provide DLAR a report of those protocols that have had their annual renewal report deferred.
5. DLAR will locate all cages affected for the protocol on hold and will affix a 'Stop Use' card on the cage. The card will read:

“ANIMAL USAGE IS ON HOLD UNTIL THE IACUC CLEARS THE DEFERRED ANNUAL RENEWAL. NO ANIMAL PROCEDURES OR BREEDING IS AUTHORIZED FOR THE ANIMALS IN THIS CAGE.”

6. DLAR will monitor use of such animals and report violations to the IACUC.

7. Management of animals while a protocol is in a deferred status:
 - No experimental procedures or breeding.
 - Feeding and sanitation performed only by DLAR.
 - Environmental enrichment provided to all animals.
8. The decision to transfer animals is outlined in the “Policy on Use of DLAR Holding Protocol.”
9. If breeding is required, then the animals must be transferred to the DLAR Holding Protocol (as outlined above).
10. The IACUC will notify the investigator and DLAR upon removal from a deferred status.
11. DLAR will remove the ‘Stop Use’ cage cards.