



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



Use of DLAR Holding Protocol

PERFORMANCE STANDARD: To provide a mechanism for holding animals not on study or assigned to current Duke protocols.

BACKGROUND/PURPOSE: All Institutional Animal Care and Use (IACUC) protocols are within federal guidelines and meet all institutional expectations. All animals maintained by Duke University Medical Center (DUMC) must be covered by an active, approved IACUC protocol. The IACUC has the responsibility to ensure all animal use activity meets federal law, Public Health Service policy, and accreditation expectations. This policy specifically addresses the holding of animals on a global animal holding protocol.

ROLES:

Researcher: The investigator should work with the IACUC to ensure that protocols are active and current and will remain so for any anticipated or ongoing animal use.

IACUC: Provide a mechanism for rapid transfer of animals in cases where it is necessary to protect the wellbeing, welfare, or prevent the wastage of the animals.

Attending Veterinarian or designee: Will maintain a Holding Protocol for the purpose of receipt of animals that would otherwise be euthanized for lack of an existing protocol.

PROTECTIVE MEASURES REQUIRED: Personnel protective equipment is required; appropriate to the species and any treatments being given.

POLICY OUTLINE:

1. Eligibility for Participation Under this Policy: Use of the Holding Protocol is intended to be temporary. Situations which may result in the use of this protocol, might include:
 - a. Animals ordered without an approved protocol (non-compliance situation)
 - b. Animals originating from inactive (or terminated) protocols.
 - c. Animals on a protocol under investigation for potential issues of non-compliance where the welfare or well-being of the animals is in question.
 - d. New investigators without an approved Duke protocol having animals that may require immediate housing at Duke.
 - e. Investigators that are leaving Duke and do not have the necessary approvals for transfer to the new institution.
2. DLAR is not authorized to transfer animals belonging to a Principal Investigator (PI).
3. Request forms to place animals on the DLAR Holding protocol will be generated by the PI, the IACUC Chairman or Vice Chairman, or the OAWA Director.
4. An investigator (includes IACUC & OAWA) requesting the use of the DLAR Holding protocol must complete the, "DLAR Holding Protocol Request Form" and submit to the DLAR Director.
5. Approval: The Chair or Vice Chair of the IACUC, the Director of the DLAR, or the Director of the OAWA can authorize the transfer of animals from an active protocol to the Holding Protocol. All actions will be reported to the IACUC at the next regularly scheduled meeting.

6. Management of Animals on the Holding Protocol (what can be done):
 - a. No experimental procedures are allowed on animals maintained on the Holding protocol.
 - b. Breeding may be performed to maintain viability of specific lines may occur under this protocol. Expansion colony breeding is not authorized.
 - c. Feeding and sanitation will be performed as expected for the species.
 - d. Environmental Enrichment will be provided to all animals under this protocol.
7. DLAR must be notified of any pre-existing conditions of note prior to transfer of animals onto the Holding protocol. Examples include but are not limited to:
 - a. Existing surgical implants.
 - b. Zoonotic disease.
 - c. Special dietary needs.
 - d. Past surgical history.
 - e. Viral vectors.
 - f. Poor fecundity.
8. Fees: Per diems for animals on the Holding Protocol will be charged to the investigator (or department) while their animals are on the Holding Protocol.

NOTE: DLAR may place a surcharge for animals on the DLAR Holding Protocol. The Director, DLAR may waive this surcharge as appropriate.

Duke University Medical Center
Contact: Dr. Francis Sun
Phone (684-2341), fax (684-8610)

Use of DLAR Holding Protocol Request Form for Principal Investigators

Please NOTE:

- No experimental procedures are allowed while animals are on the DLAR Holding Protocol (none approved on the protocol).
- There is a surcharge for placing animals on the DLAR Holding Protocol.
- Per diem* is still charged to the principal investigator's fund code while on the DLAR Holding Protocol.
- DLAR does not have authority to transfer animals off of an investigator's protocol.

PLEASE COMPLETE ALL OF THE INFORMATION BELOW - THANK-YOU.

Date submitted: _____

Investigator: _____

Signature (if not electronic submission): _____

Current Protocol #: _____

Submitted by: _____

Contact info (phone/fax/email): _____

Fund Code to be charged _____

Anticipated length of time on temporary Holding protocol _____

Reason for request:

Expired/lapsed protocol

IACUC requirement

OAWA requirement

PI leaving DUMC or study ending

Newly arriving PI

Animal Information

Species: _____ Strain or Breed: _____

Building/Room location: _____

Animal I.D.(s): _____

Total # of animals (not cages) to be transferred _____

Are there any pre-existing conditions of note (e.g. cranial implant, on a special diet, poor fecundity, zoonotic disease potential, viral vectors, past survival surgery etc.):

DLAR approval _____

- For current pricing and billing information please contact Arnette Williams, 684-5739.
- Please call Dr. Francis Sun with any questions or concerns, 684-2341.

DLAR FORM Service request

Billed: []