UGA IACUC Reporting Form for Agricultural and Satellite Facilities

This form is intended to convey important information regarding animal health issues or facility problems which may affect the health and welfare of animals to the UGA Institutional Animal Care and Use Committee (IACUC) and Attending Veterinarians (AV). The UGA IACUC is charged with providing oversight for the institutional use of all animals whether located on-campus or at other sites. This includes animals used for research, solely for production, or extension activities at all UGA agricultural and satellite facilities, although the intensity of IACUC oversight will vary depending on the type of animal use. While animal care and use compliance is a responsibility shared across many units and individuals at UGA, the ultimate responsibility for the appropriate and ethical conduct of animal related activities rests with the Principal Investigator.

Agricultural and satellite facilities are defined for the purposes of this form as any facility housing or maintaining animals that is not under the direct oversight of UGA Attending Veterinarians. The UGA AVs' roles are defined by law and UGA policy and include ensuring the provision of adequate veterinary care. There are three AVs at UGA: Drs. Leanne Alworth, Stephen Harvey, and Christopher King. As is often the case, the AVs are not providing the hands-on care for animals at agricultural and satellite facilities. This care is often provided by facility personnel, contracted veterinarians, PI-veterinarians, or consulting UGA veterinary clinicians. It is important that significant health issues and facility problems that may affect animal health and welfare are communicated to the IACUC and AVs to ensure UGA meets its animal care and use oversight obligations.

Not all health issues or facility problems need to be reported. Examples of health and facilities issues that <u>do not</u> need to be reported are:

- Routine background mortality that is consistent with historical patterns for the facility (e.g. the loss of a few fish among thousands in a fish facility, the ongoing loss of a small percentage of birds in a large broiler flock).
- Recognized, seasonal or sporadic, non-life threatening health problems for which established written standard operating procedures are followed to address the problem (e.g. low grade and low incidence mastitis in a dairy herd, foot rot in a sheep herd, low grade and low incidence diarrhea in calves and piglets).
- Minor injuries or illnesses that require little or no intervention.
- Facility issues that do not have the potential to be a threat to animal health or well-being.

Significant health issues and facility problems that may affect animal health and welfare must be communicated to the IACUC and AVs. Examples of problems to report are as follows:

- The unexpected death of animals.
- Any health problems directly related to research protocols (e.g. post surgical infections, adverse drug reactions).
- Unusual disease problems.
- Situations requiring intervention by a veterinarian that are not part of routine herd health practices or plan of veterinary care.

- Facilities problems that may be a direct threat to animal health or well-being (e.g. loss of HVAC for any intensively housed animals, water quality issues or failure of filtration systems for aquatic species).

It is recognized that professional judgment is involved in determining if a particular issue should be reported. Nevertheless, over-reporting is preferred rather than under-reporting. Please contact the Office of Animal Care and Use at 706.542.5933 or IACUC@uga.edu for consultation or questions. Completed forms are to be emailed as PDF documents to IACUC@uga.edu or faxed to 706.542.5638.

Roles and responsibilities

Facility directors, managers, or supervisors – Identify and respond to animal health issues or facilities problems. Complete the IACUC Reporting Form as soon as possible, ideally within 24 hours, once the issue is identified and any immediate remedial action is taken. Forward the completed form to the email address or fax number above. Follow-up any initial reports with the IACUC for any unresolved or on-going issues. Retain copies of the IACUC Reporting Form and health records for facility records.

Facility personnel, contracted veterinarians, PI-veterinarians, or consulting UGA veterinary clinicians providing care to animals – Maintain complete records of health problems and treatment plans. Ensure personnel responsible for carrying out treatment plans understand the plan and have appropriate training.

IACUC administrators – Confer with satellite and agricultural facility directors, mangers, or supervisors regarding any questions about reporting animal health issues or facility problems. Confirm receipt of forms with the individual submitting the form. Maintain logs and files of IACUC Reporting Forms. Forward submitted forms to the appropriate Attending Veterinarian on the same business day of receipt. Ensure any forms submitted for a facility during the previous 6 month period are included with documentation for conducting the semi-annual inspection of the facility.

Attending Veterinarians – Review IACUC Reporting Forms upon receipt from the OACU. Confirm that remedial responses are appropriate. Communicate with facility personnel, contracted veterinarians, PI-veterinarians, or consulting UGA veterinary clinicians providing care to animals with any unresolved questions or concerns. Request follow-up communications from facility management, when appropriate, to ensure resolution of the issue.

IACUC inspection teams – Review any IACUC Reporting Forms included with documentation for semi-annual facility inspections. During the inspection, discuss reported animal health issues or facility problems with facility personnel. Review animal health records. Confirm that the issues have been resolved and if further remedial action is needed then document outcomes in the semi-annual inspection report.