



UNIVERSITY OF MARYLAND
SCHOOL OF MEDICINE

BEST PRACTICES

Ensuring Quality Care of Research Animals

Perform only those procedures described in the protocol.

- Ensure that everyone on the protocol is familiar with all its procedures, and that they understand the protocols must be followed in their entirety.
- No deviation from a protocol is permitted without prior approval from the IACUC.
- Place a copy of the approved protocol in a binder and maintain in the lab for reference purposes.

Observe post-procedure animals according to the schedule outlined in the approved protocol.

- Follow the protocol exactly as written, even if it means assessing animals in the middle of the night and weekends.
- If monitoring frequency is unnecessarily stringent for the specific procedure, request a modification of the protocol from the IACUC to allow more flexibility.

Allow only investigator staff listed on the protocol to perform procedures on animals.

- Assure that all staff are added to the protocol and have been thoroughly trained to perform all procedures requested of them.

Personal Protective Equipment (PPE)

- **Wear appropriate PPE at all times.**
- **Educate staff on occupational health & safety in the care & use of laboratory animals.**

Document any observations, procedures or therapeutic administrations.

- Be thorough and complete concerning the documentation of such activities in the research records - i.e. study records, surgical records, green procedural cage cards.
- Remember — if it's not written down, it didn't happen.

Communicate with veterinary staff regarding the health status of post-procedural animals.

- If an animal develops any complication(s) after procedures, you must communicate those complication(s) with the veterinary staff and document this in the medical record.

Ensure all substances in animal use areas are usable.

- Institute a program to monitor all substances administered to animals on a monthly basis.
- Label any item that is not for animal use "for in vitro use only."
- Dispose of all expired drugs.
- Use only **Pharmaceutical Grade Compounds**.

Store controlled substances in secured locations.

- Always store all controlled substances in a locked and secure location.
- Maintain a drug log for all controlled substances.

Contact us:

University of Maryland School of Medicine
Animal Care and Use Office

685 Baltimore Street, HSF1 Rm 146A
Baltimore, Maryland 21201

(410) 706-7859

acuo@som.umaryland.edu