

SATELLITE HOUSING GUIDELINES

Animals cannot be housed outside the central animal facility for extended periods of time (exceeding 24 hours) without prior IACUC approval. If Veterinary Resources cannot accommodate a housing request and deems it necessary to establish a satellite housing facility, they will work with the investigator to develop Standard Operating Procedures (SOP) for husbandry and care of animals. Once the SOP is developed in collaboration with, and approved by, Veterinary Resources; an official request must be submitted to the IACUC, including:

- 1. Justification for satellite housing (why is it necessary to house animals in the lab for lengths >24 hours),*
- 2. A description of the proposed location,*
- 3. A brief summary of the procedures to be conducted in this location,*
- 4. Specify the maximum number of animals to be maintained in this location at any one time,*
- 5. Indicate the maximum duration of time animals will be housed in this location,*
- 6. Provide a SOP for the husbandry and care of animals while housed in this location, (developed in collaboration with, and approved by, Veterinary Resources). This SOP should also include a log for daily observation and documentation.*

NOTE: A site visit of the area will be performed prior to final IACUC approval. An inspection of this location will be conducted by the IACUC or other federal agencies at least twice a year per federal requirements.

EXAMPLES OF ISSUES TO BE CONSIDERED IN DEVELOPMENT OF SATELLITE HOUSING SOP:

- Is air flow direction, temperature, humidity and air change rates in this location proper for animal housing?
- What temperature will the room be maintained at and how? What light cycle will the room be maintained on and how (12/12, light timer)? What measure will be taken to control for pests?
- Will animals be group housed or single housed? If group housed, how many per cage?
- How will daily health checks, feeding and water provision be recorded and who will perform these tasks? Where will food be stored and how? At a minimum, these tasks should adhere to Veterinary Resources' SOPs for maintenance of animal facility rooms, and should be spelled out in this SOP.
- If necessary, how will animal cages be changed? How often will cages be changed? How will waste be disposed of? Etc. If this is not necessary, please coordinate with the husbandry staff so that the cages are cleaned just before the animals are taken to the lab.
- Who will provide husbandry and care for animals over the weekend?