

Animal Health Evaluation SOP 2.002

1. **Purpose:** To provide guidance for the evaluation and treatment of sick animals.

2. **Scope:** Animal Caretakers, technicians, facility management and the veterinary staff are responsible for animal health in the animal facilities.
 - Personnel must check all animals daily for signs of disease and physical and behavioral abnormalities. Health issues can be due to infectious agents, genetic abnormalities, environmental problems, or experimental procedures.
 - Advanced planning is recommended. A completed Animal Disposition Authorization form (part of the Animal Study Proposal) should be on file for each animal study conducted in each facility. This form contains instructions from the investigator specifying what they would like done with animals (for example – blood sampling, take tissues, freeze carcass, cryopreserve sperm, etc.) before the animal reaches a critical or moribund state.
 - LASP relies upon personnel to carefully monitor the animals within their care. Daily observations play a vital part in the effort to maintain disease free, genetically standardized laboratory rodents for research. Adhering to these procedures is necessary to assure animal well-being, accurate interpretation of scientific data, and adherence to federal and institutional policies.
 - If there are unexpected complications that arise during the course of the study and animals are in poor health or die, notify the Principal Investigator (PI), and Laboratory Animal Medicine (LAM) immediately by phone or by submitting an animal health report. If an animal is moribund or in a severely distressed condition, the responsible technician/manager should be aware of study requirements as written in the approved Animal Study Proposal (ASP) in the event of euthanasia and should respond immediately or within the hour.
 - If there are sick or dead animals due to cage flooding or lack of water, contact the PI and LAM immediately by phone or by submitting an Animal Health Report (*Attachment A*).

3. **Procedure:**
 - Step 1** If mice are fighting, immediately separate them into individual cages.

 - Step 2** Immediately provide irradiated “wet feed” to animals that appear even mildly dehydrated. Immediately provide a dish of water to animals that are moderately to severely dehydrated.

 - Step 3** Immediately complete a “**Watch Card**” (*Attachment B*) by writing the date, what is wrong with the animal, and your initials. Place the watch card on the cage.

Note: Transport gel can be given in addition to “wet feed”. Transport gel has no nutritive value and so should not be used in place of wet feed.

- Step 4** Immediately contact the assigned technician or facility management (supervisor or manager). If the technician, supervisor or manager cannot be reached, contact LAM.
- Step 5** Immediately, the assigned technician or facility management contacts the PI (or the contact person in the PI’s lab).
- Step 6** Complete and FAX an Animal Health Report to LAM within the time frame indicated in the attached Animal Health Action Table.
- Step 7** Euthanize or treat the animal as soon as authorized to do so (refer to the attached Animal Health Action Table).

4. References: Animal Health Form, Animal Health Overview Lecture

5. Definitions:

1. Principal Investigator (PI) – the scientist who plans and coordinates all phases of the research work (animal study). Responsible for developing and preparing the Animal Study Proposal (ASP) or protocol.
2. Caretaker – employee who usually performs the day to day functions of animal husbandry such as feeding, cleaning, and handling laboratory animals
3. Technician – usually perform the specific research tasks required for the protocol such as performing lab tests, collecting blood samples, performs injections or other highly technical procedures such as surgeries. May assist with some of the daily animal husbandry duties
4. Veterinary Staff – individual (and designated staff members) responsible for overall animal health and well being and for assuring compliance with various federal and institutional policies and regulations.
5. Animal Study proposal (ASP) – a detailed description of the procedures involving the use of animals in a research project
6. Crypreservation – the science/technique of freezing tissues, fluids, or animals
7. Moribund – being in the state of dying or approaching death
8. Euthanasia – the practice of humanely killing animals for experimental purposes; intentional induction of painless death

6. Attachments:

Attachment A – Animal Health Report

Attachment B – Watch Card

Attachment C - LAMdoc 5.0 – Veterinary Medical Treatment of Rodents

Attachment D – Rectal Prolapse Log

7. Records:

1. All Animal Health Reports are maintained in the Animal Facility for a 3 year period.

Questions concerning this SOP should be directed to the veterinary staff (LAM) or the facility manager.

ANIMAL HEALTH ACTION TABLE

CONDITION of ANIMAL	WHAT TO DO & WHEN TO DO IT
<p style="text-align: center;">CRITICAL</p> <ul style="list-style-type: none"> • Moribund (dying) • Severely distressed • Very sick • Barely able to move • Badly injured • Severe rectal prolapse 	<p><u>Animal Caretaker: Immediately</u></p> <ul style="list-style-type: none"> • Give "Wet Feed." Give water, if dehydrated. • Write up Watch card. • Call Technician. If Technician can't be reached, call Supervisor or Manager. If Supervisor or Manager can't be reached, call LAM. <p><u>Technician, Supervisor or Manager: Immediately</u></p> <ul style="list-style-type: none"> • Check the Animal Study Proposal and the Animal Disposition Authorization form. • Call PI or contact person in the PI's lab for verbal permission to euthanize. • If you cannot reach PI immediately, call LAM for authorization to euthanize. • Euthanize as soon as you get permission. • No Animal Health Report required as animal will be immediately euthanized.
<p style="text-align: center;">SEVERE</p> <ul style="list-style-type: none"> • Severe skin condition • Large area of red, raw skin • Severe bite wounds 	<p><u>Animal Caretaker: Immediately</u></p> <ul style="list-style-type: none"> • Give "Wet Feed." Give water, if dehydrated. • Write up Watch card. • Call Technician. If Technician can't be reached, call Supervisor or Manager. If Supervisor or Manager can't be reached, call LAM. • <p><u>Technician, Supervisor or Manager: Immediately</u></p> <ul style="list-style-type: none"> • Check the Animal Study Proposal and the Animal Disposition Authorization form. • Call PI or contact person in the PI's lab for verbal permission to euthanize or treat. • Call LAM to discuss case. • Euthanize or discuss treatment with LAM as soon as you get permission. • FAX an Animal Health Report to LAM by the close of business that day. • Send follow-ups using the original Animal Health Report.

ANIMAL HEALTH ACTION TABLE - Page 2

CONDITION of ANIMAL	WHAT TO DO & WHEN TO DO IT
<p align="center">MODERATE but NOT TREATABLE</p> <p>No effective treatments available. Euthanasia usually recommended.</p> <ul style="list-style-type: none"> • Diarrhea • Abnormal, irregular, rough breathing • Abnormal movement <p><i>NOTE: Some neurological phenotypes may be maintained if closely monitored</i></p>	<p><u>Animal Caretaker:</u> <i>Immediately</i></p> <ul style="list-style-type: none"> • Give "Wet Feed." Give water, if dehydrated. • Write up Watch card. • Call Technician. If Technician can't be reached, call Supervisor or Manager. If Supervisor or Manager can't be reached, call LAM. <p><u>Technician, Supervisor or Manager:</u> <i>Immediately</i></p> <ul style="list-style-type: none"> • Check the Animal Study Proposal and the Animal Disposition Authorization form. • Call PI or contact person in the PI's lab for verbal permission to euthanize. • <i>If you cannot reach PI within 1 hour, or you do not get permission to euthanize, call LAM immediately.</i> • Euthanize as soon as you get permission. • FAX an Animal Health Report to LAM within 24 hours. • No Animal Health Report required as animal will be immediately euthanized.
<p>MULTIPLE DEAD or DYING</p> <p>More than 1 dead and/or dying animal in the same cage or study</p> <ul style="list-style-type: none"> • Research-related • Husbandry-related • Cause unknown 	<p><u>Animal Caretaker:</u> <i>Immediately</i></p> <ul style="list-style-type: none"> • Call Technician. If Technician can't be reached, call Supervisor or Manager. If Supervisor or Manager can't be reached, call LAM. <p><u>Technician, Supervisor or Manager:</u> <i>Immediately</i></p> <ul style="list-style-type: none"> • Call LAM <u>and</u> AHDL <u>and</u> the PI or contact person in the PI's lab. • FAX an Animal Health Report to LAM by the close of business that day.

ANIMAL HEALTH ACTION TABLE - Page 3

CONDITION of ANIMAL	WHAT TO DO & WHEN TO DO IT
<p align="center">OTHER - GENERAL NOT TREATABLE AILMENTS</p> <p>No effective treatments available. Euthanasia required.</p> <ul style="list-style-type: none"> • Tumor is infected, bleeding, abscessed or ulcerated • Tumor is necrotic (dark, dead tissue) <u>and</u> open* • Face/muzzle swelling, abscess or lump • Weight loss greater than 20% 	<p><u>Animal Caretaker:</u> <i>Immediately</i></p> <ul style="list-style-type: none"> • Give "Wet Feed." Give water, if dehydrated. • Write up Watch card. • Call Technician. If Technician can't be reached, call Supervisor or Manager. If Supervisor or Manager can't be reached, call LAM. <p><u>Technician, Supervisor or Manager:</u> <i>Immediately</i></p> <ul style="list-style-type: none"> • Check the Animal Study Proposal and the Animal Disposition Authorization form. • Call PI or contact person in the PI's lab to notify them that euthanasia is required. • <i>If you cannot reach PI within 1 hour, or you do not get permission to euthanize call LAM immediately.</i> • Euthanize as soon as you get permission. • No Animal Health Report needed. Euthanasia required.
<p align="center">OTHER - GENERAL TREATABLE AILMENTS</p> <ul style="list-style-type: none"> • Hunched, but actively moving • Eye lesion or injury • Bad eye • Medium-size areas of red, raw skin • Moderately irritated skin or ears • Weight loss (less than 20%) • Moderate bite wounds on body or tail 	<p><u>Animal Caretaker:</u> <i>Immediately</i></p> <ul style="list-style-type: none"> • Give "Wet Feed." Also give water, if dehydrated. • Write up Watch card. • Call Technician. If Technician can't be reached, call Supervisor or Manager. If Supervisor or Manager can't be reached, call LAM. <p><u>Technician, Supervisor or Manager:</u> <i>Immediately</i></p> <ul style="list-style-type: none"> • Check the Animal Study Proposal and the Animal Disposition Authorization form. • Call PI or contact person in the PI's lab for verbal permission to euthanize or treat. • <i>If you cannot reach PI within 4 hours, or you do not get permission to euthanize or treat, call LAM immediately.</i> • Euthanize or begin treatment as soon as you get permission. • Refer to LAMdoc 5.0 - <i>Veterinary Medical Treatment of Rodents</i> for treatment instructions. • FAX an Animal Health Report (AHR) to LAM within 24 hours. • Send follow-ups using the original Animal Health Report.

* Refer to ACUC 10.000 - *Endpoints in Animal Study Proposals* and ACUC 14.000 - *Guidelines Involving Experimental Neoplasia Proposals in Mice and Rats*

ANIMAL HEALTH ACTION TABLE - Page 4

CONDITION of ANIMAL	WHAT TO DO & WHEN TO DO IT
<p>RECTAL PROLAPSE</p> <ul style="list-style-type: none"> Mild - Moderate Rectal Prolapse 	<p><u>Animal Caretaker: Immediately</u></p> <ul style="list-style-type: none"> Give "Wet Feed." Give water, if dehydrated. Write up Watch card. Call Technician. If Technician can't be reached, call Supervisor or Manager. If Supervisor or Manager can't be reached, call LAM. <p><u>Technician, Supervisor or Manager: Immediately</u></p> <ul style="list-style-type: none"> Check the Animal Study Proposal and the Animal Disposition Authorization form. Call PI or contact person in the PI's lab for verbal permission to euthanize or treat. <i>If you cannot reach PI within 4 hours, or you do not get permission to euthanize or treat, call LAM immediately.</i> Euthanize or begin treatment as soon as you get permission. Refer to LAMdoc 5.0 - <i>Veterinary Medical Treatment of Rodents</i> for specific treatment instructions. Bed cage with Cell-U-Sorb ("grey bedding"). Start Rectal Prolapse Log (refer to attached). Assess daily. FAX an Animal Health Report to LAM within 24 hours. Send follow-up Animal Health Report and Prolapse Log to LAM every 5-7 days.

ANIMAL HEALTH ACTION TABLE - Page 5

CONDITION of ANIMAL	WHAT TO DO & WHEN TO DO IT
<p align="center">SKIN and EYES MILD</p> <ul style="list-style-type: none"> • Mild skin condition • Rough fur • Mild facial abrasion • Slightly red muzzle • Slightly irritated skin or ears • Mild bite wounds on body or tail • Slight redness or swelling of eyelid(s) • Closed or squinting eye(s) 	<p><u>Animal Caretaker:</u> <i>Immediately</i></p> <ul style="list-style-type: none"> • Give "Wet Feed." Give water, if dehydrated. • Write up Watch card. • Call Technician. If Technician can't be reached, call Supervisor or Manager. If Supervisor or Manager can't be reached, call LAM. <p><u>Technician, Supervisor or Manager:</u> <i>Immediately</i></p> <ul style="list-style-type: none"> • Check the Animal Study Proposal and the Animal Disposition Authorization form. • Call PI or contact person in the PI's lab for verbal permission to euthanize or treat. • <i>If you cannot reach PI within 4 hours, or you do not get permission to euthanize or treat, call LAM immediately.</i> • Euthanize or begin treatment as soon as you get permission. • Refer to LAMdoc 5.0 - <i>Veterinary Medical Treatment of Rodents</i> for specific treatment instructions. • FAX an Animal Health Report to LAM within 24 hours. • Send follow-ups using the original Animal Health Report.