Notification Protocol for Abnormal Behavior/Conditions in Research or Teaching Animals

In the event that Animal Care or Research personnel identify an abnormal animal (i.e. illness, injury, abnormal behavior or found dead), the following notification procedures should be followed. Animal Facilities can customize this protocol to meet their unique management needs but, as per federal law and WSU-IACUC Policy #1, the Office of the Campus Veterinarian must be informed of all abnormal animals at WSU.

1) Contact the Principle Investigator and/or research personnel who are utilizing the animal in their research/teaching project. Many times the abnormal behavior or appearance is related to the research project AND THEY NEED TO BE INFORMED. Inform them that the animal facility supervisor/manager and the OCV vet staff will also be notified. The research and veterinary staff will consult to determine a plan for the animal.
   a. For rodents with minor medical issues, the notification and treatment protocols are covered under IACUC SOP #9” Minor Medical Treatment of Rodents”. http://www.iacuc.wsu.edu/documents/forms/pdf/WSU_SOP_9.pdf

2) If the animal appears to need immediate veterinary evaluation, CALL the responsible veterinarian for that animal (this will be either the WSU Veterinary Teaching Hospital, Office of the Campus Veterinarians, or an alternate veterinarian approved to oversee care of that animal). That veterinarian will examine the animal and make a treatment plan.
   a. WSU Veterinary Teaching Hospital: 509-335-0711 (24 hr/7 days/week)
   b. OCV Main Line: (509)335-6246. (Monday – Friday; 8am-5pm)
   c. OCV Emergency cell phone: (509)330-1871 (24 hr/7 day/week)
      i. If you call the OCV main line & get voice mail, leave a message and also call the emergency phone number listed above.
      ii. Include the location of the animal (building, room, pen #s), animal identification and description, brief description of the concern(s) regarding the animal and your contact number so that the vet staff can reach you if they have questions

3) If the condition falls under SOP #9, herd health SOP described on the protocol, or expected protocol specific illness where a veterinary approved treatment plan has been outlined – treatment should be implemented. There is still the requirement to notify OCV of these abnormal animals.

4) All abnormal animals must be logged on to the OCV Animal Health Database located at https://myresearch.wsu.edu/. If you do not have access or have not been trained on this reporting procedure, please email the OCV veterinary staff at or.ocv.alert@wsu.edu

5) It is critical the vet staff is able to locate the animal. For indoor animals housed in cages/runs, please flag the animal’s cage/pen with a GREEN VET CHECK CARD. If you do not have these cards, contact OCV for a supply. Fill out this card as completely as possible. For large animals housed in barns or outdoors, when notifying vet staff – indicate the animals location and either a specific description or some form of individual identification to aid in the vet staff finding the animal.

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