WASHINGTON STATE UNIVERSITY
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE

Adequate Animal Care and Housing Facilities

A. Animal housing Area:

Any area where WSU animals are housed for more than 12 hours is considered as Animal housing area.

The policy is also applicable for animals housed in laboratories and study areas.

B. Satellite Animal Housing Facility:

A satellite animal housing facility is a building/room/area usually outside of University campus where WSU animals are housed for the duration of a study.

All animal study areas and satellite animal housing facilities must be approved by the Institutional Animal Care and Use Committee (IACUC) prior to use and are subject to semi-annual inspections by the IACUC. By housing animals in a study area/satellite facility, Investigator and Investigator’s staff assume responsibilities associated with such use. They are detailed under: Training of animal care staff; Daily care of animals; Acclimation and stabilization of animals; Veterinary care of animals; Water, feeding and storage of feed; Identification of animals; Sanitation, housekeeping and cage placement; Environmental monitoring; Illumination; Emergency information and security and Pest Control.

C. Training of Animal Care Staff

1. All individuals working with animals must be trained in order to provide adequate care to the animals. Information regarding training can be found at WSU IACUC webpage: http://www.iacuc.wsu.edu/forms.asp or Office of the Campus Vet (OCV) http://campusvet.wsu.edu/training/.

2. Individuals working with animals must register in the WSU Animal Contact Program https://myresearch.wsu.edu/Compliance/IACUC/AnimalContactProgram.aspx which provides education, training and medical surveillance for employees under the occupational health and safety program. To register in the WSU Animal Contact Program, contact OCV at 335-8043.

D. Daily Care of Animals

1. All animals must be cared for and observed at least daily, including weekends & holidays. Daily animal care must be documented using a Daily Animal Care Sheet http://campusvet.wsu.edu/iacuc/caresheet.htm or on a log book in the area with the animals in order to document the provision of daily care.

E. Acclimation and Stabilization of Animals
1. All approved protocols should follow IACUC policy on Acclimation and stabilization of animals used for Research or Teaching (Policy # 12). Any exceptions to this policy should be approved by the IACUC and documented on the ASAF submitted to the IACUC.

F. Veterinary Care of Animals

1. If any animal is noted as being abnormal, sick, injured or is found dead, you must notify the OCV as soon as possible. Information on how to contact OCV should be posted in the study area/facility.

   Contact information for OCV can be obtained at http://campusvet.wsu.edu/contact/index.html

G. Water, Feeding and Storage of feed

1. Animals should be fed a palatable, non-contaminated, and nutritionally adequate food daily or according to their particular species requirements. Feeding instructions should be documented in order to ensure animal care staff is feeding the proper amount. Open bags of feed must be stored in enclosed, vermin-proof containers. Feed containers must be labeled with type of feed and milling date (if feed is not milled, the date the feed was purchased/acquired should be on the container). Animals should have access to potable, non-contaminated drinking water according to their particular species requirements.

H. Identification of Animals

1. Animals should be clearly identified through the use of cage cards that include name of responsible investigator(s), source, species/strain/breed, number of animals in cage/enclosure, approved IACUC protocol #, and information such as birth/age, arrival, and surgery dates (where applicable).

   Animal identification should follow IACUC SOP# 7 & SOP# 8 which can be obtained at: http://www.iacuc.wsu.edu/resources.asp

I. Sanitation, Housekeeping & Cage Placement

1. Cages/enclosures must be sanitized regularly in order to provide a healthy environment for the animal. For species specific sanitation requirements, contact OCV at 509/335-6246. The sanitation and cleaning schedule for the facility should be documented. This can be accomplished by posting a standard operating procedure for the facility and cage cleaning schedule or by documenting the cleaning duties performed each day on the Daily care sheet http://campusvet.wsu.edu/iacuc/caresheet.htm.

   A specific location in the laboratory should be designated solely for animal housing and be free of clutter. The area/facility should have surfaces that are easily sanitized. These surfaces should be wiped clean daily and sanitized at least weekly.
J. Environmental Monitoring

1. The area where the animals are housed should be suitable for that particular species and must be monitored on a continuous basis to ensure proper environmental parameters (i.e. temperature, humidity, ventilation, etc.) are being maintained. **The monitoring system must have the capability to notify PI or husbandry staff of significant deviations within a sufficient time-frame.** It is recommended a minimum/maximum thermometer & hygrometer be placed in each animal room. These units can be purchased from Fisher Scientific (www.fishersci.com) or VWR Scientific Products (www.vwrsp.com). The temperature and humidity readings should be recorded daily on the Daily Animal Care Sheet [http://campusvet.wsu.edu/iacuc/caresheet.htm](http://campusvet.wsu.edu/iacuc/caresheet.htm). For species specific recommendations on environmental parameters, please contact OCV at 335-6246.

K. Illumination

1. Traditionally, laboratory animal housing areas should be equipped with controlled lighting systems that provide regular diurnal cycles.

L. Emergency information and Security

1. Emergency contact information should include information (office and after-hours phone numbers) to contact Investigator or animal facility manager if there is a concern with the animal housing facility. The animal study area and satellite animal housing facilities should be kept locked and access should be restricted to authorized personnel only.

M. Pest Control

1. The animal study area and animal housing facilities must be kept neat and clean to prevent the harborage of vermin. Facility should be maintained to prevent entry of rodents and pests. For information on employing the services of the university pest control contractor, contact Environmental Health and Safety [http://www.ehs.wsu.edu/acpohs.asp](http://www.ehs.wsu.edu/acpohs.asp) at 335-3041.

N. Additional Information

1. For additional information regarding proper animal care and use, please contact OCV at 335-6246. All WSU Animal Housing Facilities are accredited by the Association for the Assessment and Accreditation of Laboratory Animal Care - International (AAALAC) and must conform to the standards in the Guide for the Care and Use of Laboratory Animals.  
2. To find out more information about AAALAC, visit their web site at [http://www.aaalac.org](http://www.aaalac.org)
3. To acquire a copy of the *Guide for the Care and Use of Laboratory Animals*, go to [http://www.nap.edu/catalog/5140.html](http://www.nap.edu/catalog/5140.html) or OCV at 335-6246

*It is recommended these guidelines be posted in the animal study area or the satellite animal housing facility.*