

IACUC POLICIES AND PROCEDURES

Training and Continuing Education Requirements

106.1 Purpose

The Animal Welfare Act and the University's PHS Assurance Policy require the institution to ensure that people caring for or using animals in research are qualified to do so.

106.2 Initial Requirements *

106.2.1 For IACUC members including alternates

All IACUC members must have completed the "Essentials for IACUC members" and "Working with the IACUC" online modules. Analogous courses administered through CITI (Collaborative Institutional Training Initiative) will be acceptable (transcript required).

106.2.2 For Principal Investigators and all personnel listed on protocols

All personnel who plan to work with animals must be listed on an animal care and use protocol and must initially complete the following before the protocol will be approved and studies can begin:

- 1) "Working with the IACUC" **and** "AVMA Guidelines for the Euthanasia of Animals: 2013 Edition". [Note: Personnel listed only on protocols where euthanasia is not performed, are exempt from taking "AVMA Guidelines for the Euthanasia of Animals: 2013 Edition".] These online training modules are provided by the [AALAS Learning Library](#) and administered through the Office of the Attending Veterinarian – IACUC (OAV-IACUC). Analogous courses administered through [CITI](#) (Collaborative Institutional Training Initiative) will be acceptable (transcript required). Please contact the office at iacucadmin@uky.edu
- 2) Occupational Health Training provided by the [Division of Laboratory Animal Resources](#) (DLAR).
- 3) Medical Surveillance Form (MSF) provided by University Health Services (UHS). New participants in animal research will need to complete the MSF upon submission of the IACUC protocol or amendment containing the addition of new study personnel. This form must be renewed annually.
- 4) Personnel listed on a protocol to perform surgical procedures must complete the relevant animal surgery courses outlined below:

Non-Agricultural Animals and Poultry

- a. "Aseptic Technique for Rodent Survival Surgery" or "LAT 13: Aseptic Technique and Surgical Support and Anesthesia" offered by [AALAS Learning Library](#)
and

* The IACUC recommends that personnel with no involvement in the handling of live animals not be listed on the protocol.

- b. at least one of the following: “Pain Management in Laboratory Animals (2014)”, “Post-procedure Care of Mice and Rats in Research: Minimizing Pain and Distress” or “Inhalation Anesthesia Systems for Rodents” offered by [AALAS Learning Library](#).

Agricultural Large Animals

- a. [“Principles of Surgery”](#) offered by University of Pennsylvania. Please note: a user account is required. Upon completion, email the office at iacucadmin@uky.edu with your completion date.
and
- b. “Pain Management in Laboratory Animals (2014)” offered by [AALAS Learning Library](#).

All individuals who have met previous mandatory training requirements by taking courses offered as a part of the Laboratory Animal Training Association (LATA) or for a prior protocol would be considered to have met the above stated initial requirements.

Note: All online training listed above and the UHS Medical Surveillance Form must be completed before protocols or amendments adding personnel will be approved. The above courses when completed to meet initial mandatory education do not count towards meeting your Continuing Education requirement detailed below.

106.3 Continuing Education Requirement *

To maintain the continuity and quality of animal care, the IACUC requires all personnel listed on any active protocol to participate in the continuing education (CE) program. IACUC members are required to participate in a continuing education program to assure that their understanding of regulatory guidelines is current and consistent. The requirements for these continuing education programs are as follows:

106.3.1 For IACUC members including alternates

Complete every three (3) years “Working with the IACUC” **or** “Refresher: Working with the IACUC” **and** attend either 6 pre-meeting sessions or complete 3 courses of their choosing from the IACUC/OAV [approved list of courses](#). A combined approach can also be used, with one course in the library considered equal to two pre-meeting sessions. Analogous courses administered through [CITI](#) (Collaborative Institutional Training Initiative) will be acceptable (transcript required).

106.3.2 For Principal Investigators and all personnel listed on protocols

Complete every three (3) years “Working with the IACUC” **or** “Refresher: Working with the IACUC” **and** complete one course of their choosing from the IACUC/OAV [approved list of courses](#). Analogous courses administered through [CITI](#) (Collaborative Institutional Training Initiative) will be acceptable (transcript required).

* The IACUC recommends that personnel with no involvement in the handling of live animals not be listed on the protocol.

For both initial and continuing education requirements, other training courses may in rare cases meet the requirements listed for the mandatory training above if all elements of the course have been covered and a documented successful test score is provided.

Responsibility for determining equivalency rests with the Office of the Attending Veterinarian (OAV) or IACUC Chair.

106.4 Exception for Research Training Consultants

Often research training consultants are brought in for short-term training sessions. Trainers are currently required to be listed on the IACUC protocol if their training involves physical handling, surgical manipulation, or physical interaction with the protocol's animals and they are required to complete the mandatory education requirements.

Decisions regarding exemptions for short term situations will be considered by the IACUC Chair and Attending Veterinarian.

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