

IACUC Semi-annual Satellite Housing Inspection Checklist

(Non-AWA Covered Species)

- **Purpose:** To provide the research laboratory staff with a checklist of items that will be inspected at a satellite housing location.
 1. Housing Areas
 - a. Space must be dedicated to animals use when animals are present.
 - b. Animals present should be in good health.
 - ✓ Daily health checks (including weekends and holidays) must be performed and recorded.
 - c. Single housing of animals must justified and approved in the Animal Protocol.
 - d. Caging must be in good condition (must be able to view the animals).
 - ✓ Static cages should be changed at least every 7 days (more frequently if needed).
 - ✓ Cage changes must be recorded
 - e. Space should be free of drafts, windows, excess noise and vibrations. Laboratory traffic in housing spaces should be minimized.
 - f. There should be access to biohazard waste containers (with an autoclavable liner) and a sharps container.
 - g. Flat surfaces in animal housing areas should be cleaned/disinfected every 2 weeks when in use.
 - h. There should be no visible signs of vermin/pests. If you have evidence of pests or vermin, then you must contact FM for extermination procedures.
 - i. Floors should be swept/mopped at an appropriate frequency (minimum weekly and more frequently as needed).
 - j. Disinfectants should be within their expiration date. Example of acceptable disinfectants include:
 - ✓ Quaternary ammonium disinfectant wipes (e.g. – Santi Cloths)
 - ✓ 3% - 10% Bleach (must be made fresh daily)
 - ✓ Chlorine dioxide (e.g. – Clidox or MB-10)
 - ✓ Glutaraldehydes (e.g. – Cetylcide or Cide Wipes)
 - ✓ Phenolics (e.g. – Lysol, TBQ, Note: should not be used if working with frogs or fish)
 - ✓ Chlorhexidine (e.g. – Nolvasan or Hibiclens)

- k. Eyewash stations should be flushed monthly and there should be a log kept by the lab documenting when the eyewash station was last flushed.
 - l. Must be adequate air exchanges in housing space (should be no strong odors)
 - m. Light cycle should be controllable to 12 On and 12 Off while animals are being housed.
 - n. Temperature and humidity should be within limits specified by the Guide for the Care and Use of Laboratory Animals (exception – aquatics do not have a humidity requirement). Daily recording of temperature and humidity in the housing space must be recorded.
 - o. Feed should be appropriately stored in sealed containers and either the expiration date or mill date should be labeled on the container. If mill date is used, then the expiration date is 6 months from the mill date unless otherwise specified by the manufacturer.
 - p. Bedding should be stored in sealed containers (if applicable).
2. Instruments and Equipment
- a. Instruments/equipment should be cleaned and disinfected after use with each animal.
 - b. Instruments/equipment should be in good working order
 - c. If regular calibration/certification is required on equipment used for animal research (e.g. – Isoflurane vaporizers, biosafety cabinets), then certifications must be up to date
3. Drugs and Reagents can be inspected at the discretion of the inspector or inspection team
- a. All diluted drugs (e.g. – Buprenorphine, Ketamine/Xylazine, etc.) should be in sealed injectable vials, or alternatively, red-top blood collection tubes. No injectable drugs or reagents should be in screw-top or snap-cap containers.
 - b. All drugs and reagents should be labeled with and be within their expiration date (if the drug is diluted or a mix, then the expiration date is the earliest expiring component or 6 months, whichever occurs first).
 - c. All drugs and reagents should be of pharmaceutical or veterinary grade unless justified and approved in your Animal Protocol.
 - d. All controlled substances should be stored behind 2 locks at all times per DEA regulations and University of Iowa Guidelines (If applicable).
4. Record Keeping/Special Husbandry Logs/Signage
- a. Daily recording of temperature, humidity and lights (if applicable)
 - b. Daily health checks of animals must be recorded
 - c. Special Husbandry Logs (food, water, cage changes, etc.)

- d. Any special biohazard, chemical or radio isotope hazard warning signs must be clearly posted
- e. Laboratory after hours contact information must be posted
- f. Sign for "Reporting Animal Welfare Concerns" must be posted
- g. On-call vet staff and facility supervisor contact information should be posted