



FLORIDA STATE
UNIVERSITY

So You Want to Work with Animals at FSU...

An Orientation to
Laboratory Animal Resources (LAR)



Outline

- LAR Overview
- FSU Animal Care and Use Program
- Animal Care Regulations and Guidelines
- Initiating Animal Based Research and Teaching
- LAR Procedures
- LAR Contact Information



Laboratory Animal Resources

- Service unit of FSU Office of Research
- Centrally administered campus organization responsible for care of all vertebrate animals used in teaching and research at FSU





LAR Mission

FSU LAR is a **team** of highly trained, empowered **professionals** **COMMITTED** to advancing the research and teaching mission of the University by providing faculty, staff, and students **training and support** in the use of laboratory animals and by maintaining **exemplary standards of animal care** through **effective resource management**

HOW CAN WE SERVE YOU TODAY?



Who We Are...

Operational Issues
Space Recommendations
Administrative Staffing and Personnel Concerns
Fiscal Concerns
COMPLAINT CENTRAL

Veterinary Issues
Technical Assistance
Model Development
Protocol Development

Drug and Veterinary
Supply Ordering

Director and Attending Veterinarian
William A. Hill, DVM, MPH, DACLAM

University Veterinarian
Kathleen Harper, DVM, PhD

ACUC Coordinator
Kimberly Johnson

Assistant Director
Douglas Crowell, LATG

Administrative Assistant
LaToya Brown

Compliance Liaison
Kurt Hodges, ALAT

Financial Specialist
Desiree Descartes

ACUC Forms
Medical Monitoring Enrollment
ACUC Training
ACUC Approval Status

Laboratory Animal Technicians
Jason Nipper, LATG
Penny Coshatt, LATG
Bonnie Dodge, LAT
Billy Sinclair, ALAT
Nicole Cannon
Charles Coshatt

Animal Ordering

Billing Issues

Importation and Exportation Requests
Post-Approval Monitoring

Facility and Equipment Issues
Husbandry Staffing and Personnel Concerns
Husbandry Needs and Concerns

Folks that do ALL the Work!!
Daily Animal Care



LAR Managed Animal Housing and Support Space

- **Facilities**
 - Biomedical Research Facility (BRF)
 - Centralized Animal Support Area (CASF)
 - College of Medicine (COM)
 - King Life Science (KIN)
 - National High Magnetic Field Laboratory (NHMFL)
 - Psychology (PDB)
- **57,000 ft² dedicated housing and support space**



FSU Animal Care and Use Program





LAR is NOT the ACUC

- **LAR is a service unit of the FSU Office of Research**
- **The Animal Care and Use Committee (ACUC) is a federally mandated entity with specific regulatory functions**
 - Conducts semiannual program and facility evaluations
 - Reviews and investigates animal welfare concerns
 - Makes recommendations regarding Program needs to Institutional Official
 - Reviews and approves animal use protocols
 - Authorized to suspend animal activity

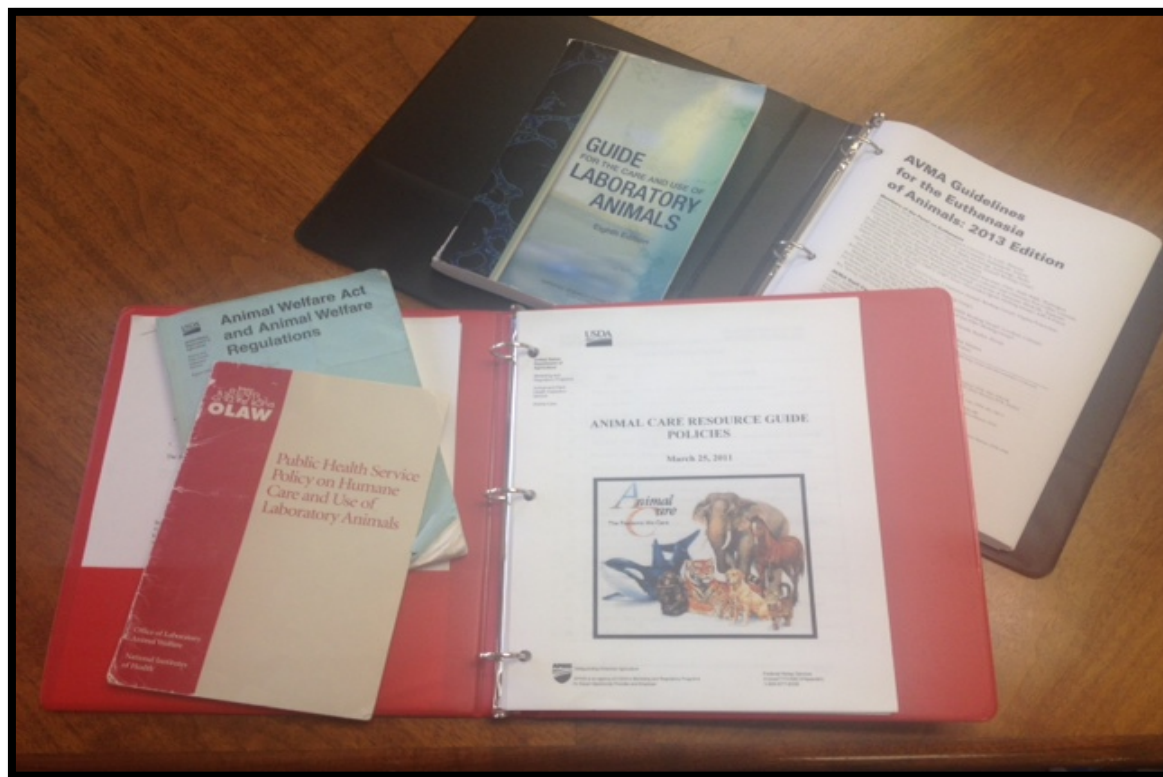


Additional Program Contacts

- **Institutional Official**
 - Dr. Gary Ostrander, Vice President for Research gary@fsu.edu
- **ACUC Chair**
 - Dr. Paul Trombley, Associate Professor, Biological Science ptrombley@fsu.edu



Regulatory Framework



**IT'S YOUR RESPONSIBILITY TO KNOW THE REGULATIONS EXIST
IT'S OUR RESPONSIBILITY TO HELP YOU NAVIGATE THEM**



Animal Welfare Act and Regulations

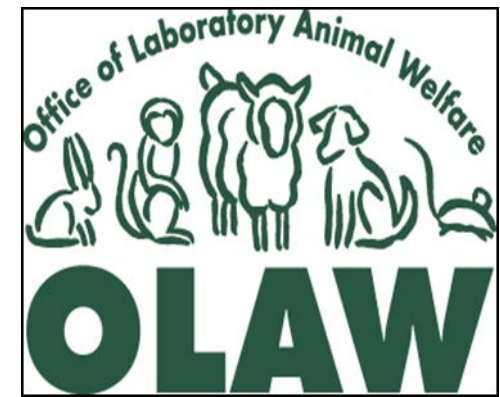
- Covers warm blooded animals with specific exceptions
- Act signed into law in 1966; amended in 1970, 1976, 1985, 1990, 2002, 2007, 2008
- Only Federal law in US that regulates treatment of animals in research, exhibition, transport, and by dealers
- Requires that minimum standards of care and treatment be provided for animals bred for commercial sale, used in research, transported commercially, or exhibited to the public.
- Enforced by USDA, APHIS, Animal Care through unannounced inspections





Public Health Service (PHS) Policy

- **Mandated by Health Research Extension Act of 1985**
- **Covers live, vertebrate animals**
- **Applicable to all PHS supported animal activities**
- **Standards of Animal Care**
 - Guide for the Care and Use of Laboratory Animals
 - AVMA Guidelines for the Euthanasia of Animals
 - USDA Animal Welfare Regulations





Getting Started

- For information regarding use of hazardous materials in animal research, contact Environmental Health and Safety at 644-5374
- For information regarding animal husbandry, contact Doug Crowell at 645-1432
- For veterinary assistance, consultation on animal models, alleviation of pain or distress, or assistance with animal use protocol development, contact an LAR veterinarian at 644-4262
- For training or technical assistance, contact an LAR veterinarian



Getting Started

- Several steps are required to begin animal work at FSU
 - **AALAS Learning Library Training**
 - To access the Learning Library and for a list of required courses, contact Kim Johnson at 850-644-0994 or acucsecretary@mailers.fsu.edu
 - **Medical Monitoring Enrollment**
 - Form available at <https://lar.fsu.edu/animal-research-at-fsu/>. Completed forms must be submitted to Kim Johnson at 101C Biomedical Research Facility
 - **LAR Animal Facility Access Request**
 - Form available at <https://lar.fsu.edu/media/1056/animal-facility-access-request-form.pdf>. Required only for personnel requesting access to BRF, KIN, and COM vivaria. Completed LAR Animal Facility Access Requests, along with a copy of your FSU ID card, must be submitted to Kim Johnson at 101C Biomedical Research Facility.
 - **ACUC Approved Animal Use Protocol**
 - All animal work, including a list of ALL personnel performing animal procedures, MUST be described in an ACUC approved Animal Use Protocol. A Personnel Significant Change Form must be used to add personnel to an existing Animal Use Protocol. For assistance, contact Kim Johnson at 850-644-0994 or acucsecretary@mailers.fsu.edu.



Animal Procurement

- **All acquisition, procurement, or movement of vertebrate animals must be approved in advance by the ACUC via an approved animal use protocol**
- To place an animal order, visit <https://lar.fsu.edu/forms/animal-order-request/>
- Orders from **approved vendor sources MUST** be received by noon on Thursday for delivery the following week
- Receipt of animal from **non-approved sources MUST** be approved in advance by the Attending Veterinarian or designee





Facility Access and Security

- **Requires**
 - Completion of training **AND**
 - Medical Monitoring enrollment
- **Entry into the animal facilities requires use of FSU ID**
 - Swipe your own card to enter
 - Do not allow others to enter the facility; everyone must swipe their own card
 - Ensure doors are closed following entry or exit
- **Guests or visitors must receive advance permission and be escorted**





Personal Hygiene

- **Observe Personal Protective Equipment (PPE) requirements**
 - Reduces exposure to animal allergens
- Wash hands and change clothing as necessary
- **PPE should not be worn outside dedicated facility, this includes the LAR Office**
- Do not eat, drink, use tobacco products, apply cosmetics, or apply contact lenses in facility
- **Animals must be obstructed from view when transported in public spaces**





Cage Cards and Recordkeeping

Always Record

- Date
- Treatment
- Initials

The image displays three forms used for animal recordkeeping:

- White Form (Cage Card):** Includes fields for Investigator, Species, Source, ID Number, Date Received, Protocol #, Strain, Sex, DOB, and # in Cage. A REMARKS section is at the bottom.
- Green Form (SICK ANIMAL):** Titled 'SICK ANIMAL (To Be Completed by Individual Reporting Problems)'. Fields include Principal Investigator, Date Reported, Problem, and ACUC #. It features a table for 'MEDICAL RECORD (To Be Completed by Veterinarian or Technician)' with columns for Date, Observations/Treatments, and Initials. A 'DO NOT REMOVE FROM CAGE' warning is at the bottom.
- Yellow Form (FSU RODENT POST OPERATIVE RECORD FORM):** Titled 'FSU RODENT POST OPERATIVE RECORD FORM (All information must be legible.)'. Fields include Principal Investigator, Animal Identification, Surgical Procedure, Date procedure performed, Person performing the procedure, Technique used to sterilize instruments, Anesthetic agent(s) and dose, Pre/Peri-operative analgesic(s) and dose, and Emergency Contact Information.

If it's not recorded, it didn't happen!



Animal Health

- Know **“normal”** appearance and behavior for species
- Report **“abnormal”** appearance and behavior to LAR veterinarian

<https://lar.fsu.edu/forms/clinical-case-request/>





Training Opportunities


- LAR routinely hosts training classes and tours for approved protocol personnel
- Individual training available upon request
- Contact Dr. Kathleen Harper at 850-644-0623 to learn about upcoming training opportunities or to schedule individual training



After Hours and Holiday Emergencies

Who you gonna call?




 FLORIDA STATE UNIVERSITY
 LABORATORY ANIMAL RESOURCES
Contact List

For LAR Facility Issues, contact

Doug Crowell	645-1432 (office) 518-524-3082 (cell and after hours/holiday contact)
LAR Technician On-Call	850-509-3056 (cell and after hours/holiday contact)
FSU Service Center	644-2424

For Veterinary Issues, contact

Dr. Kathy Harper	644-0623 (office) 850-694-2943 (cell and after hours/holiday contact)
Dr. William Hill	644-6411 (office) 901-493-8848 (cell and after hours/holiday contact)

For Other Campus Emergencies, contact

FSU Police Department	911 (from campus phone) 644-1234 (non-emergency calls)
-----------------------	---

LAR Main Office, contact

larcentral@fsu.edu	644-4262 (8:00 AM – 5:00 PM M-F)
--------------------	----------------------------------

Emergency Contact Signs are
Posted throughout LAR



Animal Welfare Concerns

- **Concerns or complaints may be brought to the attention of the ACUC by any member of the University or general public**
- Reports may be made anonymously
- No FSU employee, student, or ACUC member will be discriminated against or subjected to any reprisal for reporting suspected noncompliance
- **To report concerns, visit <https://lar.fsu.edu/forms/animal-welfare-concern-or-noncompliance-report/> or contact :**
 - Dr. Paul Trombley, ACUC chair at 644-1614 or ptrombley@fsu.edu
 - Kimberly Johnson, ACUC Coordinator at 644-0994 or kjjohnson@fsu.edu
 - Dr. William Hill, LAR Director and Attending Veterinarian at 644-6411 or wahill@fsu.edu
 - Dr. Gary Ostrander, Institutional Official at 644-3347 or gary@fsu.edu



ACU Website

<https://lar.fsu.edu/>



LAR Contacts

Team Member	Contact
William Hill, DVM, MPH, DACLAM Director & Attending Veterinarian	644-6411 (o) 901-493-8848 (c) wahill@fsu.edu
Douglas Crowell, MBA, RLATG Assistant Director	645-1432 (o) dcrowell@fsu.edu
Kathleen Harper, DVM, PhD University Veterinarian	644-0623 (o) 850-694-2943 (c) kharper@fsu.edu
Kurt Hodges, MS, ALAT Compliance Liaison	644-5581 (o) khodges@fsu.edu
Kimberly Johnson ACUC Coordinator	644-0994 (o) kjohnson@fsu.edu
Desiree Descartes UBA Financial Specialist	644-2873 (o) ddescartes@fsu.edu
LaToya Brown, MA Administrative Assistant	644-4262 (o) llbrown5@fsu.edu