

Standard Operating Procedure

SOP Number: **02-18-5203**

Service: **Research**

Operating Section: **Clinical Medicine**

Unit: **CMF**

Title: **Rodent Colony Health Records**



Purpose:

To identify and describe the contents of animal health records maintained for colonies of rodents.

Procedure:

- 1) Individual animal health records will not be kept by the CMF for non-USDA-covered species of rodents.
- 2) Colony health/sentinel testing records from the vendors will be reviewed for each shipment, including specific information of the animal's origin (building number, room number, etc.). A summary of any positive findings will be kept as a reference. Any rodent shipment with health/sentinel records containing positive findings for excluded agents will be quarantined (see SOP, "Colony Health Management Sentinel Testing Program").
- 3) Maintenance of rodent colony health records is the combined responsibility of the research investigative staff, attending veterinarian, and CMF. These records will contain copies of all health-related forms, including animal observation forms, animal mortality reports, animal euthanasia request forms, health sheets, and pathology reports. Additionally, any information pertinent to the health and well-being of the colony, such as results of health surveillance activities, will be included.

APPROVALS

Responsible Official		Date	
		06/19/19	
QA Signature		Date	
		06/19/2019	
Version #3	Effective Date	Supersedes #2	Original Date 04/11/00