

Standard Operating Procedure

SOP Number: **02-18-5854**
Service: **Research**
Operating Section: **IACUC**
Unit: **LUC/HSD**
Title: **Semi-Annual Program Evaluation**

Purpose:

To delineate the IACUC method(s) of evaluating the institutional animal care and use program.

Procedure:

- 1) Key aspects of an animal care and use program emphasized in the semi-annual evaluation include IACUC functions and procedures; including proposal review practices; provisions for dealing with "whistle blower" or other concerns regarding animal care and use; and the procedures employed to meet reporting requirements. The institution's occupational health program, veterinary care procedures and personnel qualification review process are evaluated. Written institutional policies such as standard operating procedures (SOPs) are reviewed and modified if necessary. Assignment of SOP review occurs monthly with selected SOPs reviewed as part of the IACUC meeting.
 - 2) All SOPs governing the care and use of laboratory animals will be reviewed and revised annually or as necessary. These conclude but are not limited to the following areas.
 - a) CMF Administration
 - b) Husbandry
 - c) Clinical Medicine
 - d) Surgery
 - e) Laboratory Methods
 - f) IACUC
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Comments:

None.

Responsible Official Signature		Date	
QA Signature		Date	
Version #2	Effective Date	Supersedes #1	Original Date 6/05/06