

PURPOSE

The purpose of the University Animal Care Committee (**UACC**) Post-Approval Monitoring Program (**PAMP**) is to meet our ethical obligation to assure animal well-being while conducting high-quality research and teaching activities. In practice, it confirms procedural compliance and promotes improvements in welfare and research. It requires collegial and collaborative relationships between all participants of the USask Animal Care and Use Program (**ACUP**).

BACKGROUND

The Canadian Council on Animal Care's (**CCAC**) mandate directs institutions to "*establish procedures for post-approval monitoring of animal use protocols and to define the roles and responsibilities of the members of the animal care and use program in the monitoring process*" [from the CCAC Terms of Reference for animal care committees (2007)].

The PAMP is also necessary to meet the directive of the Tri-Council Memorandum of Understanding (Schedule 3, Policy and Legislation) that states "*institutions must have procedures in place to monitor ongoing work and to ensure conformity with federal and provincial guidelines, regulations, and laws covering the use of animals in research, teaching, and testing.*"

The PAMP's principal function is to ensure that all animal use remains consistent with CCAC and UACC guidelines, policies, and procedures and with the conditions of animal use identified in Animal Research Ethics Board (**AREB**) approved Animal Use Protocols (**AUP**). The safeguards instituted through the PAMP are designed to identify and address concerns with any aspect of animal care and use at USask as well as ensure consistent and sustained oversight of all animal use.

ROLES AND RESPONSIBILITIES

University Animal Care Committee and Animal Research Ethics Board - The UACC is a University Committee that reports to the Vice-President Research. The AREB is a standing committee of the UACC that conducts ethical review of all AUPs. The UACC provides oversight of the PAMP, receives reports and updates, and recommends changes to procedures or suggests corrective actions on ongoing and unresolved matters of concern.

Animal Users – The Principal Investigator (**PI**), research group members, authorized investigators, Course Director (**CD**) and instructors must adhere to facility and UACC policies and procedures, be knowledgeable about their approved AUPs and procedures, ensure they have completed the appropriate training, actively monitor animals and maintain procedural records, and report adverse events. Animal users work collaboratively with facility managers, animal care staff, and veterinarians to ensure animal well-being.

Animal Care and Research Support (ACRS) – ACRS is composed of the University Veterinarian, UACC Clinical Veterinarians, Post-Approval Review Veterinarian, UACC Animal Technicians of the Animal Order Desk, Animal Care Service Manager, Animal Care Facility Technicians and Administrative Support personnel.

Facility Managers (FM) and Animal Care Staff (ACS) – Facility Managers oversee animal care and management of the facility, inform and update the ACS on the animal use activities in the facility, and works closely with the Facility Veterinarians (**FV**) and the Animal Care and Research Support Veterinarians (**ARCSV**) to assure welfare of all animals in the facility. Animal Care Staff are responsible for daily animal husbandry care. Both the FM and ACS monitor the activities of animal users within the facility and provide assistance or training, where appropriate, to animal users.

UACC Clinical Veterinarians (CV) and Facility Veterinarians (FV) – The CV and FV oversee the health and welfare of all animals within the facilities. The CV is an Animal Care and Research Support Veterinarian (**ACRSV**). The CV and FV work closely with the facility managers, animal care staff, and animal users to provide guidance on current best practices associated with humane animal care and use, and identify best practices of veterinary care. The CV and FV also conduct animal and facility inspections and report to the University Veterinarian.

Post Approval Review Veterinarian (PARV) – The PARV is an ACRSV responsible for prioritizing and conducting PARs. The PARV works with the PI/CD to coordinate PAR meetings, reviews and observes protocol procedures, and completes a report of observations and recommendations. The PARV reports to the AREB and the University Veterinarian and updates the UACC on a semiannual basis.

University Veterinarian (UV) – The UV is the Director of Animal Care and Research Support, which is comprised of veterinarians, technicians and animal care staff, and other administrative support staff.

Vice President Research (VPR) – VPR receives reports and updates on the PAMP and is responsible for resolution when serious or repeated non-compliance of animal use at USask beyond the purview of the UACC.

PROCEDURES

The UACC PAMP includes, but is not limited to, the following:

1. Assistance to animal users with annual AUP review to maintain protocol compliance and to assure an efficient protocol modification process;
2. Assistance to animal users with animal handling and procedure training;
3. Assistance to animal users with development of procedures, suitable humane intervention point checklists and clinical monitoring schedules;
4. Oversight and assistance to animal users to assure consistency of practices with approved AUP and institutional policy and procedures;
5. An established animal health program;

6. Regular facility inspections by UACC Facility Inspection Committee;
7. Post Approval Review of AUPs; and,
8. CCAC Assessment Visits

A brief summary of these procedures follows:

1. Animal Use Protocol Review and Modification

ACRS oversees and maintains the administration of all AUP submissions.

All new proposed animal use undergoes scientific/pedagogical merit and ethical review. New AUPs are reviewed and approved by the AREB. All active protocols are subject to regular annual review and renewal. Refer to the UACC Procedure on *New and Ongoing Animal Use Protocol Review*.

Changes to approved procedures outside the scope of annual renewal undergo review and approval through a AUP amendment. Refer to the UACC Procedure on *Submission of an Amendment to an Existing Animal Use Protocol*.

2. Training

All authorized animal users must complete the online UACC Animal Ethics Course. Refer to the UACC Procedure on *Training Required for Approval of Animal Use Protocol Applications*. All research trainees and technicians undergo animal handling training, unless they have proven competency due to previous training and/or experience.

Practical skills training courses and one-on-one training is scheduled as needed.

Members of the UACC participate in continuing education opportunities provided through webinars, conference and workshop attendance to ensure that USask ACUP continues to employ the current best practices for humane animal care and use.

3. Procedure Development

The UV, ACRSV, and other AREB members when appropriate, assist in the establishment of procedures new to a PI. The UV or ACRSV assist in the development of HIP and clinical monitoring schedules as necessary. HIP and SOP templates are available on SharePoint.

4. Oversight of Animal Use

The FM oversees and monitors the daily activities in the facility. The ACS is responsible for daily routine animal husbandry care. The FM informs ACS of AUP and procedures in the facility. ACS report to the FM and CV/FV any concerns about animal welfare or practices/procedures not consistent with approved AUP or institutional/CCAC guidelines, procedures, and policy.

The FV and CV are responsible for the health and welfare of all animals in the facilities. The FV or CV report any significant veterinary or facility management issue to the FM and UV and work with the FM and animal users to resolve the issue.

5. Animal Health Program

Components of the Animal Health Program include:

- a. A Rodent Health Surveillance Program (UACC SOP M204) for rodent facilities and a comprehensive preventative health program for facilities maintaining non-rodent colony animals.
- b. Reporting of animals identified with health concerns.
 - i. Animal users and animal care staff report morbidities, mortalities, or other welfare incidents to the CV and/or FV and Facility Manager. A health record is kept identifying the animal, PI, AUP number, date, observations and interventions.
 - ii. Veterinarians respond to the animal health issues and initiate treatment or provides euthanasia if warranted.
- c. Use of Morbidity/Mortality Incident (**MMI**) reporting forms.
 - i. Concerns are documented on the MMI form, which is reviewed by the ACRSV and stored with the AUP file.
 - ii. MMI submissions are reported to the AREB as necessary, and a summary of trends is reported biannually to the UACC.

6. Facility Inspection by UACC Facility Inspection Committee (**FIC**)

The UACC FIC conducts site visits of each animal facility and animal procedure area once per year. Refer to the *UACC Terms of Reference* document to identify the responsibilities of the FIC. Site visit reports are provided to the FM and a summary report is provided to the UACC.

7. Post-Approval Review (**PAR**) of an AUP

The PAR of approved AUPs involves an assessment of animal use activities to determine consistency of practices and procedures with those identified in approved protocols and SOPs. Refer to the UACC Procedure on *Post-Approval Review of Approved Animal Use Protocols* for a description of the PAR process and the associated procedures.

8. CCAC assessment visits

USask is subject to regular peer review by the CCAC, which involves an assessment of the ACUP, the effectiveness of the UACC to oversee the program, and the appropriateness of animal facilities, practices, and procedures. Assessments are based on CCAC guidelines, policies, and associated documents, and are conducted by CCAC Assessment Panels (or the Associate Director of Assessments during Interim Visits). These assessments determine the University's eligibility for Certification of Good Animal Practices (**GAP**).

Approved by the UACC, December 2, 2020