

Dr. Michael V. McCabe

Vice President for Research and Executive Director, Research Institute

CAMPUS

Date of Submission_____

Dear Dr. McCabe,

Enclosed you will find 12 copies of an animal protocol I am submitting to the IACUC for approval. I am aware that every protocol submitted is on a 3-year clock, in order to meet NIH-OLAW requirements, and that I must submit to you:

- A yearly letter (12 copies), indicating that I have made no significant changes to my protocol and enumerating any changes that have been made.
- A revised protocol (12 copies), whenever I make significant changes to my protocol. The revised protocol must enumerate the changes, be as complete as my initial protocol, and be approved by the IACUC.
- A new protocol (12 copies), by the 3 year anniversary of approval by the IACUC of the protocol submitted today. The protocol must be as complete as my initial protocol and be approved by the IACUC.

Yours sincerely,

Name

Department

Animal Utilization Form

Prot # _____

Leave Blank

You must send to the executive officer (EO) a brief yearly letter (12 copies) indicating that no major changes have been made to your protocol. The letter must also enumerate minor changes made. All protocols must be redone and submitted as new (12 copies) to the EO every 3 years. If major changes are made, you must submit complete protocols (12 copies) for reapproval at the beginning of the change year.

1. ANIMAL UTILIZATION

A) Specific Information:

Species

Sex

Age

Number/Year

Total Years Planned

Source (must be accredited supplier)

Location of Animal Care

Location of Animal Use

B) Use of Alternatives:

C) Rationale for using species:

D) Literature Review:

E) Relief of Pain and Distress:

F) Euthanasia:

2. PERSONNEL

A) Personnel Training:

Prot # _____

Leave Blank

B) Anesthesia and/or Euthanasia:

3. Surgical Procedures

A) Drugs used for Anesthesia/Analgesia:

Drug	Dose	Admin. Route

B) Euthanasia:

_____Decapitation _____Cervical Dislocation _____Anesthetic (give name)

OTHER(please describe)

Principal Investigator (or equivalent) Date Vivarium Director Date
(after approval)