PURPOSE
A. To describe necessary procedures to safely conduct husbandry of rodents housed in BSL II animal holding rooms.

B. To reduce or eliminate the risk of exposure to biohazardous agents while working within the BSL II animal facility.

C. To provide the highest quality of animal care and prevent the spread of disease.

RESPONSIBILITY
A. Animal Care Services is responsible for ensuring:

1. All technical and animal care staff are trained prior to working in the facility.
2. Animal holding rooms are clearly labeled with the biohazardous agents used.
3. Appropriate safety practices are implemented and any changes in safety procedures are communicated to relevant personnel.
4. Appropriate personal protective equipment (PPE) is available.
5. Biohazard Safety Data Sheet (SDS) is accessible.

B. It is the responsibility of Animal Care Services and the investigators to be sure all personnel review and adhere to the safety procedures.

FLOW OF PEOPLE
A. Access is restricted. Doors are kept closed at all times.

B. Enter facility with clean, non-soiled clothing through the receiving area.

C. Personal shoes are removed in the receiving area and designated crocs are worn.

D. Scrubs are provided at the locker rooms. You must remove your personal clothing before putting on scrubs. Scrubs and crocs must be worn before entering the main corridor of the animal facility.

E. All personnel must apply appropriate PPE at the PPE entry barrier before entering the animal holding rooms. PPE should be applied as follows:

Required at ALL times:
1. Disposable isolation gowns
2. Surgical Mask
3. Gloves

Required when handling animals and caging:
1. Two pairs of Gloves
2. Eye Protection

Other PPE unique to the specific hazard

**required PPE can be found posted on the door prior to entering the animal suite.

F. Once appropriate PPE is applied all authorized personnel will access animal holding rooms through the ABSL II suite hallway.

G. All PPE must be discarded in the appropriate receptacle located in the animal holding room, each time you leave the animal holding room. To avoid wasting PPE be sure you have everything you need before entering the room.

H. To re-enter the holding room, you must apply clean PPE at the PPE entry barrier.

I. Wash and disinfect your hands in the sink before exiting the animal holding room.

J. Scrubs must be removed and placed in the laundry basket in the locker room. **These are never to be worn outside of the animal facility.**

K. Crocs are removed in the receiving area before exiting the facility. ACS staff will disinfect crocs accordingly.

L. Wash and Disinfect your hands in the locker room before exiting the facility.

**PROCEDURES**

A. Review Flow of People section for PPE requirements and proper disposal.

B. Obtain all necessary supplies before entering the room.

C. Husbandry and care of BSL II animals are completed after other animals.

   i. All work surfaces are decontaminated with Peroxigard wipes (or other ACS approved disinfectant) and 70% alcohol, before and after use. Cage changing is performed under a class II biosafety cabinet. Cage changes are performed once a week according to schedule. With approval from the attending veterinarian, any cage excessively soiled will be changed as needed to maintain an acceptable level of sanitation.

D. Extra care will be taken to minimize the creation of aerosols.
E. Filter tops, wire lids, huts, and enrichment devices are changed on a rotational basis (see H for decontamination process of filter tops wire lids, huts, and enrichment devices). Water bottles are to be changed once a week.

F. Soiled cages are to be emptied into a biohazard bag under the biosafety cabinet.
   1. Place appropriately sized biohazard bag in a large trash bin under the dump station.
   2. Dispose the bedding and water appropriately.
   3. Spray the dirty cages under the biosafety cabinet with Peroxigard (or other ACS approved disinfectant) and allow for appropriate contact time to disinfect
   4. Secure waste material in biohazard bag with sterilization tape. Spray the outside of the biohazard bag with Peroxigard (or other ACS approved disinfectant) and allow for appropriate contact time to disinfect prior to removing from the room.
   5. Transport biohazard bags directly to autoclave or into a designated tote until ready for sterilization.

G. All items removed from the room will be sprayed with Peroxigard (or other ACS approved disinfectant) prior to removal.

H. Rooms will be decontaminated according to SOP 042 Decontamination of ESB Animal Rooms upon the completion of all studies.