

Protocol Review Checklist – Lab or Agriculture

Section	IACUC Member Questions
A1:	Is the expected start date/end date completed/correct?
A2:	Is the appropriate box checked? (Observational, Research, Biomedical)? <i>If this is a wildlife study, it should be transferred to the Wildlife Form</i>
A3:	This section should be in lay terms. All technical and scientific terms should be removed or changed. An 8 th grader should understand what is being done. Avoid inflammatory words, like sacrificed or killed, and keep details to a minimum.
A4:	If the question is marked "Yes", is the literature search completed? Is the Veterinary Consultation date completed? Did the literature search reveal any alternatives? See Policy 02 for Categories of Pain.
A5:	Are the procedures/treatments described in detail? From the time of arrival until either endpoints (humane or experimental) are reached. Are experimental endpoints included? Is appropriate monitoring included (times per day, every 12 hrs, etc)?
A6:	If using SOPs, the correct SOPs should be marked including transportation. Also, if the PI is known to have LOPs, will they be utilizing their LOPs?
B1:	Has the PI included both sexes (if required)? Are all strains listed? If breeding, has the PI accounted for loss of mice due to cannibalism? Experimental losses? Has the PI contacted the vendor to ensure that no extra animals will be supplied in the order to account for mortality during transportation?
B4:	Are the numbers statistically justified? Power test (if applicable)?
B5:	Is there any use of nanoparticles, infectious agents, production of transgenic animals, tumors or imaging? If so, this section should be marked "Yes" and the appropriate sections completed.
B6:	Is the PI using human subjects in any portion of this study?
B8:	Is the use of non-pharmaceutical grade chemicals justified? Will the PI be using controlled substances? See Policy 14 for Use of Non-Pharmaceutical Grade Compounds
C1:	Will the animals be housed individually, on feed or water restriction other than required for surgery? Does the PI wish to opt-out of the enrichment program for the species? Exemptions to the Guide must be justified.
C8:	Will the animals undergo survival surgery? Multiple survival surgeries?
C8.2:	Are surgical procedures described in detail including but not limited to hair removal, if necessary, anesthesia, surgical prep of the incision site, any specialized surgical equipment or implants, etc? What is the expected recovery time? Will there be a heat source provided (heating pad, etc)? How long will the animal be monitored after recovery?
D1:	If this study has more than momentary pain and distress (USDA Category D or E, humane end points must be listed.
E1:	Is the euthanasia method acceptable under AVMA Guidelines? Secondary method for appropriate species? See Policy 19 for Euthanasia or 2013 AVMA Guidelines for Euthanasia
E2:	Will the animals be euthanized after the study, or will they be returned to the breeding unit? Rehomed?

Research
Personnel
Information:

Are all personnel qualified to perform the procedures listed in the protocol?