THE UNIVERSITY OF WEST FLORIDA APPLICATION TO THE ANIMAL CARE AND USE COMMITTEE

The University of West Florida is committed to compliance with the Federal Animal Welfare act and applicable state and local regulations. All investigators proposing the use of animals in research are required to complete this application and secure approval from the ACUC <u>prior to the beginning of research</u>. Please complete both parts of the following form and submit all associated materials to the Office of Research and Sponsored Programs, Bldg. 11 Rm. 110.

Date:					
Project Director:				E-Mail:	
Department:			Telephone:		
Mailing Address (inclu	ıding Zip):				
Co-Project Director:				E-Mail:	
Department:					
Mailing Address (inclued) Project Title:					
Project is for:	Faculty Research	Thesis	Dissertation	Class Project	
Project Dates: Project specific numeric date Funding Agency (if ap	s e.g. dd/mm/yy From	n:	Account No.	То:	
Primary Location of S	tudy:				
For projects conducted		oject Director, Co		tment Chair signatures are requ nt Advisor and Department Ch	
Project Director	:: (Signature)			Co-Director: (Signature)	_
Project Directo	or: (Printed)	Date		Co-Director: (Printed)	Date
Student Advisor	r: (Signature)		 Dep	partment Head: (Signature)	_
Student Adviso	or: (Printed)	Date	De	epartment Head: (Printed)	Date
ACUC Decision: Comments:					
Approved Date:	Appro	ved Conditionally	,	Disapproved	Deferred

Protocol #	
(For official use only)	

UWF ANIMAL CARE AND USE APPLICATION

PURPOSE: The UWF Animal Care and Use Committee is charged with ensuring the welfare and humane treatment of all animals in current or planned use for research, testing, training, instruction, or any other purpose at, or in association with, The University of West Florida, regardless of the source of funding. Pursuant to its charge, the Committee is responsible for reviewing all such activity; and it is required that Committee approval be received **prior to any purchase, care, and use of animals in association with the University**. Committee approval is also required prior to any significant changes in the care and use of animals. Continuing review of previously approved activities will be conducted at intervals of not less than once every three years.

PROCEDURES: To facilitate the review process, we ask that you submit the following to the Office of Research:

- 1. Completed and signed application.
- 2. Research protocol summary.
- 3. Any supporting material (i.e., cover letter or drug company product description).

Careful attention to detail will expedite the review process. Since the Committee is a diverse group, please use lay language and/or define technical terms and abbreviations. You may be asked to meet with the Committee if further information is needed. You should allow at least three weeks for the Committee to complete review of your application. Maximum approval period is three years. A complete description of the functions and procedures of the Animal Care and Use Committee may be obtained from the Office of Research. **Please attach additional pages if more space is needed to answer questions.**

1.	Deadline Date for Committee Decision:		
2.	Funding Agency:		
3.	Date Submitted to Funding Agency:		
4.	Contract or Grant Number (if known):		
5.	Type of Application: New Continuation Modification		
6.	Proposed Animal Use: Research Testing Instruction		
7.	Category of Use (see Table 1 attached): A B C D	E	
8.	Purpose of project:		
9.	Species of Animal:		Number:
10.	Strain (if applicable):		Sex:
11.	Source/Vendor:		
12.	Rationale for involving animals (Have mathematical models, computer simulations considered?):	tion and	l in vitro biologio

13. Appropriateness of species, strain, and sex (could a phylogenetically lower species be used?):

14.	Justification for the number of animals to be used (Is the minimum number required to obtain valid results being used?) Please describe the statistical rationale, practical constraints, and/or the other considerations that were used to determine that the number of animals requested is necessary and appropriate for the research project:
15.	Description of methods and procedures used for the collection of data:
16.	Procedures to be taken to avoid or minimize discomfort, distress, pain, and injury to the animals (e.g., sedation, analgesia anesthesia; and method of administration), or justification for not doing so. Describe, when applicable, surgical care, post- surgical care, criteria for determining morbidity (diseased state), monitoring procedure/schedule for moribund animals, and point at which moribund animals will be euthanized (Have refinements in the design and methods been considered which would reduce the ethical costs?):
17.	Description, including severity and duration, of any unavoidable but expected discomfort, distress, pain and/or injury to the animal, (including use of physical restraints, muscle relaxants, or paralytic drugs without associated general anesthesia; and use of multiple survival surgeries):
18.	Method of euthanasia (painless sacrificing of animals) to be used, if any:
19.	Location where animals will be used:

20.	Location where the animals will be housed and cared for (indescription of facilities):	f not a regular University animal care facility, attach a detailed
21.	Living conditions of animals (e.g., housing, bedding, food,	non-medical care):
22.	Veterinarian or other scientist who is trained and experienc used and who will direct the housing, feeding, and non-med	ed in the proper care, handling, and use of the species being lical care of the animals:
23.	Qualified veterinarian, with direct or delegated program res who will be available to provide medical care for animals a	sponsibility for activities involving animals at the University, s needed:
24.	Qualifications, training, and experience of the investigators the proposed procedures on the selected live vertebrate anim	and other involved personnel (list by name) for conducting mals:
25.	Potential hazards to personnel and precautions taken to mi	nimize risk. How will injuries be handled?
INV	ESTIGATOR'S ASSURANCE STATEMENT	
con noti rela		
Sign	nature of Project Director (or Student)	Date
Sig	nature of Student Advisor (for student projects)	Date
Sig	nature of Chair	Date

TABLE I CATEGORIES OF ANIMAL USE BASED ON INCREASING ETHICAL CONCERNS FOR NON-HUMAN SPECIES

CATEGORY A

Activities involving either tissue cultures, studies on tissues obtained from autopsy or from slaughterhouses, or studies on embryonated eggs.

CATEGORY B

Activities on vertebrate animal species that are expected to produce little or no discomfort.

Mere holding of animals captive for experimental purposes; simple procedures such as injections of relatively harmless substances and blood sampling; physical examinations; experiments on completely anesthetized animals which do not regain consciousness; food/water deprivation for short periods (a few hours); standard methods of euthanasia that induce rapid unconsciousness, such as anesthetic overdose or decapitation preceded by sedation or light anesthesia.

CATEGORY C

Activities that involve some minor stress or pain (short-duration pain) to vertebrate animal species. With anesthesia, exposure of blood vessels or implantation of chronic catheters; behavioral experiments on awake animals that involve short-term stressful restraint; immunization employing Freund's Adjuvant; noxious stimuli from which escape is possible; surgical procedures under anesthesia that may result in some minor post-surgical discomfort. Category C procedures incur additional concern in proportion to the degree and duration of unavoidable stress or discomfort.

CATEGORY D

Activities that involve significant but unavoidable stress or pain to vertebrate animal species.

Deliberate induction of behavioral stress in order to test its effect; major surgical procedures under anesthesia that result in significant post-operative discomfort; induction of an anatomical of physiological deficit that will result in pain or distress; application of noxious stimuli from which escape is impossible; prolonged periods (up to se several hours or more) or physical restraint; maternal deprivation with substitution of punitive surrogates; induction of aggressive behavior leading to self-mutilation or intra-species aggression; procedures that produce pain in which anesthetics are not used, such as toxicity testing with death as an end point, production of radiation sickness, certain injections, and stress and shock research that would result in pain approaching the pain tolerance threshold, i.e., the point at which intense emotional reactions occur. Category D experiments present an explicit responsibility on the investigator to explore alternative designs to ensure that animal distress is minimized or eliminated.

CATEGORY E

Activities involving inflicting severe pain near, at, or above the pain tolerance threshold of unanesthetized, conscious animals.

Use of muscle relaxants or paralytic drugs such as succinyl choline or other curariform drugs alone for surgical restraint without the use of anesthetics; severe burn or trauma infliction on unanesthetized animals; attempts to induce psychotic-like behavior; killing by use of microwave ovens designed for domestic kitchens or by strychnine; inescapably severe stress or terminal stress. Category E experiments are considered highly questionable or unacceptable irrespective of the significance of anticipated results. Many of these procedures are specifically prohibited in national policies and therefore may result in withdrawal of federal funds and/or institutional USDA registration.

Investigation Involving the Use of Hazardous Chemicals and Animals

Principal Investigator(s): Protocol Title & Number:

Da	ite. Contact into.			
1.	List each hazardous chemical and specify the higher powder) as well as the location of storage and Also, indicate if a Safety Data Sheet is posted or informed of that location. (Check Yes or No) Sulphi	d preparation or ur present in the lo	use (building and room number). ocation(s) and personnel have be	
			Location	SDS
	Chemical Name and CAS Number	Highest	Preparation/	Poste

Chemical Name and CAS Number (include Synonyms)		Highest Conc.	Location		SDS
			Storage	Preparation/ Use	Posted/ Present
1.					☐Yes ☐ No
2.					☐Yes ☐ No
3.					☐Yes ☐ No
4.					☐Yes ☐ No
5.					☐Yes ☐ No

Identify if the hazardous chemical is a Particularly Hazardous Substance (PHS) by checking the box of the chemical, which corresponds to the hazardous chemical line item(s) listed above. A chemical is a PHS if it is a select carcinogen, reproductive toxin, or has a high acute toxicity. This information is available from the Material Safety Data Sheet (SDS) or manufacturer.

Particularly Hazardous Substance Criteria	Hazardous Chemical (Check all that apply)	
Select Carcinogen	□1 □2 □3 □4 □5	
Reproductive Toxin	□1 □2 □3 □4 □5	
High Acute Toxicity	□1 □2 □3 □4 □5	

2. Identify the chemicals that possess Physical Hazards. (Check all that apply. Numbers correspond to line items in #1.) This information is available from the SDS or from the manufacturer.

Physical Hazards	Hazardous Chemical
Flammable	□1 □2 □3 □4 □5
Corrosive	□1 □2 □3 □4 □5
Reactive	□1 □2 □3 □4 □5
Oxidizer	□1 □2 □3 □4 □5
Temperature Sensitive	□1 □2 □3 □4 □5
Moisture Sensitive	□1 □2 □3 □4 □5
Others (Specify):	□1 □2 □3 □4 □5
Stability (e.g., decomposes, forms peroxides,	□1 □2 □3 □4 □5
polymerizes, shelf-life concerns) Check if unstable and list hazard(s).	Hazard(s):
Known Incompatibilities:	
Hazardous Decomposition Products:	

3. Identify potential methods of human exposure to the chemicals during sample preparation and experimental manipulations. Also, identify health hazards or route(s) of entry into the body and explain how they affect the body. (Check all that apply. Numbers correspond to line items in #1.)

	STAGE OF EXPERIMENT AND HAZARDOUS CHEMICAL			
Method of Exposure	Preparation	Experimental Manipulation		
Aerosol generation by transfer	□1 □2 □3 □4 □5	□1 □2 □3 □4 □5		
Mixing, shaking, or centrifuging	□1 □2 □3 □4 □5	□1 □2 □3 □4 □5		
Chemical reaction	□1 □2 □3 □4 □5	□1 □2 □3 □4 □5		
Splash	□1 □2 □3 □4 □5	□1 □2 □3 □4 □5		
Use of sharps (Injection)	□1 □2 □3 □4 □5	□1 □2 □3 □4 □5		
Excretion contaminated media	□1 □2 □3 □4 □5	□1 □2 □3 □4 □5		
Others (Specify)	□1 □2 □3 □4 □5	□1 □2 □3 □4 □5		
Health Hazard/ Route of Entry	Hazardous	s Chemical		
Skin Absorption/ Contact	□1 □2 □]3		
Inhalation	□1 □2 □]3		
Eye exposure	□1 □2 □]3		
Ingestion	□1 □2 □]3		
Injection (sharp objects)	□1 □2 □]3		
Acute Effects	□1 □2 □3 □4 □5			
Chronic Effects	□1 □2 □3 □4 □5			
Explain Health Hazard Effects:				

4. Indicate the safety controls that will be employed to minimize risk and prevent release of the agent. (Check all that apply. Numbers correspond to line items in #1.)

EXPOSURE CONTROLS	METHOD OF CONTROL	HAZARDOUS	
		CHEMICAL	
Engineering Controls	Fume Hood	□1 □2 □3 □4 □5	
	Biological Safety Cabinet	□1 □2 □3 □4 □5	
	Glove Box	□1 □2 □3 □4 □5	
	Other (Specify)	□1 □2 □3 □4 □5	
Administrative Controls	Chemical handling and disposal	□1 □2 □3 □4 □5	
	Sharps handling and disposal	□1 □2 □3 □4 □5	
Spill Prevention	Trays used for material transfers, solution	□1 □2 □3 □4 □5	
	preparation, and other chemical operations.		
	Over-pack (chemical carriers) used when	□1 □2 □3 □4 □5	
	transporting solutions		
	Other Admin. Controls (Specify)	□1 □2 □3 □4 □5	
Chemical Storage Compatible, closed, & labeled container		□1 □2 □3 □4 □5	
	Secondary containment	□1 □2 □3 □4 □5	
	Segregated from incompatibles	□1 □2 □3 □4 □5	
	Refrigerator/ Freezer	□1 □2 □3 □4 □5	
	Other (Specify)	□1 □2 □3 □4 □5	
Personal Protective		During Experimental	
Equipment Use	During Preparation	Manipulation or Animal	
		Handling	
Gloves	□1 □2 □3 □4 □5	□1 □2 □3 □4 □5	
*Check integrity of gloves	Type (Specify):	Type (Specify):	
before each use.			
Safety goggles	□1 □2 □3 □4 □5	□1 □2 □3 □4 □5	
Lab Coat	□1 □2 □3 □4 □5	□ 1 □ 2 □ 3 □ 4 □ 5	
Apron	□ 1 □ 2 □ 3 □ 4 □ 5	1 2 3 4 5	

Dus	Dust Mask						
Other: (i.e. double glove, barrier cream)		☐1 ☐2 ☐3 ☐4 ☐5 Specify	☐1 ☐2 ☐3 ☐4 Specify	□ 5			
Des	Describe how you will employ controls:						
5.	 Describe the spill cleanup protocol for the maximum volume of each hazardous chemical that would be in use at any one time. 						
	each chemical cleanu Personnel trained on s Proper personal protect Emergency eyewash a Personnel trained	erials present in each lab. Specify special rp. pill cleanup procedure of each chemical and tive equipment (PPE) available for spill cleand/or safety shower located nearby (within on eyewash/ shower location and operation inspected annually and activated weekly to vertice.	emergency contacts. nup. See #4 for PPE. I0 seconds) and unobstru	cted.			
6.	chemical. Also, specify the person has with the chemical.	e the type of training the person has receive e date the person was trained and by whom ical or procedure. Documentation that each us chemical is highly recommended.	, as well as the experience	e that			
	Personnel**	Type of Training	Date Trained/ Conducted By	Experience (Yrs., Type work)			
		☐ Lab/ Chem. Safety ☐ Std. Oper. Proc.☐ SDS ☐ Haz Waste Handling☐ Other (Specify)-					
		☐ Lab/ Chem. Safety ☐ Std. Oper. Proc.☐ SDS ☐ Haz Waste Handling☐ Other (Specify)-					
		☐ Lab/ Chem. Safety ☐ Std. Oper. Proc.☐ SDS ☐ Haz Waste Handling☐ Other (Specify)-					
		☐ Lab/ Chem. Safety ☐ Std. Oper. Proc.☐ SDS ☐ Haz Waste Handling☐ Other (Specify)-					
		☐ Lab/ Chem. Safety ☐ Std. Oper. Proc.☐ SDS ☐ Haz Waste Handling☐ Other (Specify)-					
	otify UWF EHS to update t hazardous chemicals.	his information when new individuals not list	ed above will be working	with			
7.	Animal Information. Speci	fy information by filling in text boxes or chec	king boxes.				
	 Animal Species: Approximate number of animals exposed to chemical per year: Primary Housing:						
	 Approximate dose per animal: Frequency and duration of dosing: How long animal will be housed after dosing: Are waste products (excretion) and bedding/water considered hazardous? Yes No 						

 If "Yes", specify time period after last dose is given that excretion products from the animals would be considered non-hazardous. Will specialized cage changing facilities (dumping stations) be required to protect the worker? Yes No Specify, if yes: Will any special cleaning or decontamination be required for cleaning the cages/ tanks? Yes No Specify, if yes: Who will be responsible for cleaning, if special handling is required? 			
8. Describe any special disposal requirements. Refer to the Waste Disposal Guidelines http://uwf.edu/offices/environmental-health-safety/laboratories/general-laboratories/ or contact UWF EHS ((850) 474-2525) for guidance. (Check all that apply. Numbers correspond to line items in #1.)			
	Chemical Disposal		Hazardous Chemical
	Routine scheduled hazardous waste piden -No special disposal requirements	kup	□1 □2 □3 □4 □5
	Neutralization		□1 □2 □3 □4 □5
	Sanitary Sewer		□1 □2 □3 □4 □5
	Other disposal: (Specify)		□1 □2 □3 □4 □5
	0		
	Carcass		
	Animal facility freezer and disposal service		
	Scheduled hazardous waste pickup		
	Other disposal: (Specify)		1 2 3 4 5
	Excretion-contaminated Material	<u> </u>	
	(See #7 for Hazardous vs. Non-hazardous)		
	Disinfection (Specify)	iouo,	□1 □2 □3 □4 □5
	Autoclave		
	Sanitary Sewer		1 2 3 4 5
	Other decontamination method (Specify)		
	(op)	,	
Explain disposal methods:			
Approval of hazardous material use is indicated by the signatures of the individuals listed below. The individuals signing confirm they have reviewed this form and confirm that it has been reviewed to assure compliance with applicable safety guidelines and regulations according to federal and university policies.			
Signature — UWF Director, Environmental Health and Safety		Date	
ineaith and s	paiety		