

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 7	Research and Sponsored Programs	Effective:	June 2000
Section 7.4	Institutional Program for the Humane Care and Use of Laboratory Animals	Revised:	August 2009
Policy 7.4.4	Office of the Institutional Animal Care Program	Responsibility:	Vice President for Research

OFFICE OF THE INSTITUTIONAL ANIMAL CARE PROGRAM

Responsibilities

The Office of the Institutional Animal Care Program facilitates the institution's efforts to ensure that all education, training, and research involving the use of animals conducted at the University is in accordance with federal and University rules and regulations.

The Institutional Animal Care Program (IACP) Office is responsible for:

1. Providing administrative support to the Institutional Animal Care and Use Committee (IACUC).
2. Processing all [Applications for the Use of Laboratory Animals](#).
3. Administering the institutional animal care training program.
4. Administering the educational component of the Health Science Center's "Occupational Health Program for Personnel with Laboratory Animal Contact".
5. Informing investigators and staff of changes in federal or University rules and regulations regarding the care and use of laboratory animals.
6. Filing the annual "Assurance Statement" with NIH.

Educational Program

In accordance with National Institutes of Health (NIH), the United States Department of Agriculture (USDA), and, the Association for Assessment and Accreditation of Laboratory Animal Care, International (AAALAC) requirements, the Health Science Center has an educational program on the "Responsible Care and Use of Laboratory Animals in Research and Training", as well as an "Occupational Health Program for Personnel with Laboratory Animal Contact." All personnel who use laboratory animals, or are responsible for those using laboratory animals, must participate in the training program. The Occupational Health Program is available to all personnel who work with laboratory animals; for some personnel, participation is required.

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For information about these programs, contact the IACP Office or reference the IACUC website at <http://research.uthscsa.edu/iacuc/iacp.shtml>.

Protocol Review

The Office of the Institutional Animal Care Program coordinates the review of protocols for the use of animals at the Health Science Center. All protocols for the use of animals must be submitted to the IACP for review by the Laboratory Animal Resources veterinarians and the IACUC. For further information about the protocol review process, or to download a copy of the forms, contact the IACP staff or reference the IACUC website at <http://research.uthscsa.edu/iacuc/iacp.shtml>.
