

# IACUC Update

Institutional Animal Care and Use Committee  
The University of Texas at Austin

May 2011

Volume 4, Issue 9

## Information Requests: What You Need to Know

Requests for information regarding animal research at The University of Texas at Austin come in from time to time from interested parties outside the University. If you are contacted from any organization, **you are not required to answer their questions**. These requests need to be considered from within the University's open records response system. The best way to handle such requests is to refer them to the IACUC ([IACUC@austin.utexas.edu](mailto:IACUC@austin.utexas.edu) or 475-8650), the Office of the Vice President for Research ([vp-research@austin.utexas.edu](mailto:vp-research@austin.utexas.edu) or 471-2877), or the Open Records Coordinator ([cfo@www.utexas.edu](mailto:cfo@www.utexas.edu) or 471-8300) in the Office of the Vice President and Chief Financial Officer. These offices are equipped to respond to any request for information from such organizations.



## A Note on Protocol Submissions and Protocol Deadlines

The IACUC would like to remind you that Protocol Modification Forms (PMF), Annual Protocol Update Forms (APUF), eProtocol REVISIONS and eProtocol RENEWALS are no longer reviewed at Full Committee Reviews UNLESS an IACUC member specifically requests to do so. PMFs, APUFs, Revisions, and Renewals are reviewed on a weekly basis, usually via Designated Member Review (DMR).

Remember, only **complete** protocols will be reviewed by the IACUC. Simply submitting a protocol by the deadline date does not mean that the protocol is ready for Committee review. If your protocol is returned for any reason, you must resubmit the revised protocol by the deadline date to be considered at that month's FCR.

## Semi-Annual Inspections: This Week and Next

**REMINDER:** The semi-annual inspections of all the University's animal facilities will occur from **May 2-16, 2011**. This process involves an examination of all areas where animals are used and housed for experiments.

- ✓ An inspection schedule is attached.
- ✓ Prepare for the visit by using the "Laboratory Self-Evaluation Checklist" on the Forms page of the IACUC website.

## eProtocol Tip of the Month

**Automatic training completion verification.** When you have completed your protocol and are ready to submit, eProtocol IACUC automatically cross-checks personnel training histories with the training requirements for the species to be utilized. If any training items are incomplete, eProtocol IACUC will notify you which training items are deficient and will not allow you to submit your protocol.

Each species is coded to require certain training items, e.g., "260: Introduction to Mice" if your protocol utilizes mice, "3219: Introduction to Zebrafish" if your protocol utilizes zebrafish, etc.

**All personnel** must complete "3198: Orientation" (formerly "AN0001: ARC Orientation Class") and enroll in the *HealthPoint* Occupational Health Program ("AN0020: *HealthPoint* OHP (low risk)").

Please note: The AALAS Learning Library provides updates to eProtocol IACUC training histories multiple times a day. *HealthPoint* OHP enrollment is updated twice a day at 6:00 a.m. and 6:00 p.m. It may take up to 48 hours for eProtocol Training Histories to reflect *HealthPoint* enrollment.

The next IACUC Full Committee Review (FCR) is **June 6, 2011**.

The deadline to submit materials for review is **May 13, 2011**.

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INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE

THE UNIVERSITY OF TEXAS AT AUSTIN

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TO: **All Principal Investigators and Laboratory Personnel**  
FROM: **Institutional Animal Care and Use Committee**  
DATE: **April 11, 2011**  
SUBJECT: **Notice of Semi-Annual Animal Facilities Inspection**

The Institutional Animal Care and Use Committee (IACUC) will conduct the semi-annual inspection of the Institution's animal facilities from **May 2-16, 2011**. This process involves an examination of all areas where animals are used and housed for experiments. The "Laboratory Self-Evaluation Checklist" should be used to facilitate your laboratory preparation for the semi-annual facility inspections and is a good resource to keep your laboratory in tip-top shape.

Please post the name(s) and best contact method (e.g., lab phone, cell phone, etc.) of a knowledgeable person that will be present and able to answer questions during the inspections.

**May 2011 Semi-Annual Facility Inspection Schedule**

(dates and times subject to change)

|  |   |
|--|---|
| <b>Monday, May 2, 2011</b><br>9:00 – 11:00 a.m.<br>ARC Annex, SW7, vehicle(s)        | <b>Tuesday, May 10, 2011</b><br>9:00 – 11:00 a.m.<br>ARC Floor 2, ARC Floor 3       |
| <b>Tuesday, May 3, 2011</b><br>9:00 – 11:00 a.m.<br>PAT Basement, Floor 1, 2, 3      | <b>Wednesday, May 11, 2011</b><br>11:00 – 11:30 a.m.<br>Pickle Research Campus      |
| <b>Tuesday, May 3, 2011</b><br>1:00 – 3:00 p.m.<br>BEL, PAT Floor 4, 5, 6, Roof      | <b>Wednesday, May 11, 2011</b><br>1:45 – 3:15 p.m.<br>DPRI                          |
| <b>Wednesday, May 4, 2011</b><br>9:00 – 11:00 a.m.<br>NMS                            | <b>Thursday, May 12, 2011</b><br>9:00 – 11:00 a.m.<br>BIO, BME, PAI, SEA            |
| <b>Wednesday, May 4, 2011</b><br>1:45 – 3:15 p.m.<br>Brackenridge Field Laboratories | <b>Thursday, May 12, 2011</b><br>1:00 – 3:00 p.m.<br>MBB, NHB, PHR                  |
| <b>Thursday, May 5, 2011</b><br>2:00 – 4:00 p.m.<br>Marine Science Institute         | <b>Monday, May 16, 2011</b><br>9:00 – 11:00 a.m.<br>ARC General Facilities, Floor 1 |

Do not hesitate to contact the Office of Research Support if you have any questions or need any additional information. Your cooperation is greatly appreciated.

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