

IACUC Update

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

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Protocol Approval Periods and Annual Continuing Review

As many of you may have noticed, eProtocols are now issued a three-year approval period. eProtocols, however, are still reviewed by the IACUC on an annual basis.

Each year, around the anniversary date of initial approval, reminders to complete a continuing application will be provided. The continuing review application must be approved prior to the renewal date of your protocol. The renewal date is the anniversary date of protocol approval.

In order to allow the IACUC sufficient time to review and submit queries (if any), PI's must ensure submission of the application at least three weeks prior to the appropriate IACUC meeting date that occurs PRIOR to the renewal date of your protocol.

Failure to obtain annual approval will result in the automatic closure of your protocol.

To complete a continuing review application, visit: <https://spike.orsc.utexas.edu/ep2/>

After you login, select the protocol you would like to renew, then select the option "Start Continuing Review." Enter the required information, make any protocol changes and submit to the IACUC for review and approval.

Which HealthPoint Form Needs to be Completed?

It depends! All personnel are required to submit the "**Health Assessment Questionnaire**" at the time of *initial* enrollment. Once enrolled, you do not need to resubmit this form.

If you work with low-risk species such as rodents, fish, etc., an "**Update Health Assessment Questionnaire**" is required every three years.

If you work with high-risk species such as bats, wild rodents, macaques, etc., an "**Update Health Assessment Questionnaire**" is required annually.

Protocol Closure Report Required For Every Protocol

A Protocol Closure Report (PCR) is required to close or retire a protocol, including third-year resubmission protocols.

When a protocol is renewed via a third-year submission, a PCR needs to be completed to close the previous protocol.

For example, you submit eProtocol AUP-1981-00330 for your protocol AUP-1979-00304. A PCR is required for AUP-1979-00304.

The PCR is available on the "Documents, Materials, and Forms" page of the IACUC website.



Exciting New eProtocol Feature!

As you may have noticed, a new question has been added the amendment application:

Please briefly describe the changes you are making to the protocol. You must also make the adjustments to the protocol itself in addition to briefly describing the changes below.

This will allow PI's to better communicate the proposed changes as well as help the IACUC expedite the review of the amendment.

A similar question was also added to the continuing review application is currently being modified to only be applicable if you are in fact making changes to the protocol at the same time of continuing review.

Thanks for your patience and stay tuned!

The next IACUC Full Committee Review (FCR) is **June 10, 2013**.

The deadline to submit materials for review is **May 17, 2013**.

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Please contact the Office of Research Support with any questions, comments, or concerns.
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