

IACUC Update

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

November 2013

Volume 7, Issue 3

Animal Utilization Registration Forms (AURF) now in eProtocol!

Whenever a research project involving vertebrate animals and utilizing funds or personnel that are affiliated with The University of Texas at Austin is **performed wholly or in part at another institution**, the protocol approval process needs to be coordinated so that **both institutions** have approved the work.

To avoid full dual review, however, if the project is performed entirely at another institution that has its own animal care and use committee, the UT-Austin IACUC can accept a valid approval by the host condition if certain conditions are met.

Previously, these collaborations were registered using a Word document called the Animal Utilization Registration Form (AURF). eProtocol functionality was recently updated to allow for the electronic submission of these AURFs.

Completion of an AURF can be done via eProtocol. During the "Create Protocol" process, select the "Animal Utilization Registration Form" radio button:

[Home](#) » Create Protocol

Protocol Title

IACUC

Animal Utilization Proposal (AUP, or protocol) Form This form must be used for teaching, research, and/or testing performed at The University of Texas at Austin.

Animal Utilization Registration Form (AURF) This form must be used for funds or personnel that are affiliated with The University of Texas at Austin institution.

Remember, you will need to upload copies of the host institution's approved (and current) protocol and approval documents as part of your eProtocol AURF submission.

If you have an existing AURF (the AURF will have an eight-digit protocol number), you will be required to convert to an eProtocol AURF at the end of your existing approval period.



ORS Closed for Thanksgiving 11/28/13 & 11/29/13

The Office of Research Support (ORS) will be closed Thursday, November 28, 2013 and Friday, November 29, 2013. No protocol processing will occur during this time period.

For animal-related emergencies, contact the on-call veterinarian at the Animal Resources Center (ARC).

Protocol Review & Winter Break

As the semester draws to a close, the Office of Research Support (ORS) wants to share information that may be useful in planning your IACUC protocol submissions. The office will be closed beginning December 23, 2013 and will reopen January 2, 2014.

In order to assist your planning and ensure the ORS is able to facilitate the review of IACUC protocol submissions, protocol amendments and continuing reviews received before 3:00 p.m. on Friday, December 6, 2013 will be processed before the end of business on Thursday, December 19, 2013. *Please note that if the protocol is returned or requires substantial revision, we may not be able to complete the review of those changes before the University closes.* All efforts to avoid waiting until the last day are appreciated.

Any new protocol or third-year resubmission submitted after 3:00 p.m. on Friday, December 6, 2013 will not be reviewed until the February 10, 2014 Full Committee Review.

The next IACUC Full Committee Review (FCR) is **January 14, 2014**.

The submission deadline for review at this FCR is **December 6, 2013**.

Animal Welfare Assurance
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AAALAC Accredited Since
October 29, 2001

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