

# IACUC Update

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

October 2015

Volume 9, Issue 2

## Attention Investigators Buying Animals from Harlan

As part of the follow-up reaction to a recent disease outbreak in Harlan's Houston rodent production facility, a corporate decision was made to close the facility. The overall supply of rats and mice to UT should not change, but there is one consequence of this change: The amount of time that the animals are in transit will increase to as much as 2-3 days. Rather than being shipped from Houston, animals will be coming from Indianapolis or possibly Michigan. This duration of shipment is not unusual compared to animals coming from the other vendors, but people have long taken advantage of the regional Harlan facility as a way to assure short trucking times.

The stress of shipping and the associated environmental disruption (e.g., lack of light cycle during truck shipment) is known to affect animals in transit, and since the time in transit will be increased, future shipments of animals may require a longer acclimation period upon arrival to stabilize their circadian rhythms and other physiological patterns. We always recommend at least a 72-hr acclimation before any work is done with post-shipping animals, but to really assure baseline behavior, stable circadian patterns and a repeatable response to drugs and other test agents for critical studies, 1-2 weeks may be required.

NOTE: One other change to Harlan orders will be occurring soon. As part of their merger with Huntingdon Life Sciences, the combined company will now be known as "Envigo."

## Per Diem Rate Adjustments

The Animal Resources Center has announced the animal per diem rates that will be in place for calendar year 2016, and have also provided projections for costs in future years that must be taken into account when budgeting grants and other projects. The memo describing the rates is attached, and it includes ARC contact information if there are any questions.

Please contact the Office of Research Support with any questions, comments, or concerns.  
voice: (512) 471-8871 | web: <http://www.utexas.edu/IACUC> | email: [IACUC@austin.utexas.edu](mailto:IACUC@austin.utexas.edu)

## IMPORTANT ANNOUNCEMENT Regarding UT-Austin's Upcoming AAALAC Site Visit

The University of Texas at Austin's triennial accreditation site visit with the Association for the Assessment and Accreditation of Laboratory Animal Care, Int'l (AAALAC) will take place **October 27-29, 2015**.

Though our animal care and use program remains "AAALAC ready" throughout the year, this is a good time to remind everyone to be mindful of all ARC and IACUC policies and procedures.

Attached to this newsletter is information about the site visit and recommendations to help you prepare.

A general visit agenda and schedule is included with this newsletter. Due to the fluid nature of the visit, we cannot provide any additional information about when the visitors will reach your individual lab.

Please do not hesitate to contact the ARC (512-471-0091) or the Office of Research Support (512-475-8650) if you have any questions regarding the university's animal care and use program.

## Social Housing and Environmental Enrichment for Rodents - Update

The "Guidelines for the Social Housing and Environmental Enrichment of Laboratory Rodents" was recently revised to include hamsters, gerbils, voles, and singing mice.

The revised guideline is available on the "Policies, Procedures, and Guidelines" section of the IACUC website and has been loaded into eProtocol.

The next IACUC Full Committee Review (FCR) is **November 9, 2015**.

The submission deadline for review at this FCR is **October 16, 2015**.

Animal Welfare Assurance  
**A4107-01**

AAALAC Accredited Since  
**October 29, 2001**



## THE UNIVERSITY OF TEXAS AT AUSTIN

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ANIMAL RESOURCES CENTER  
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**TO:** UT-Austin Animal Research Community

**FROM:** Glen Otto, DVM, DAACLAM  
Director, Animal Resources Center

**DATE:** October 8, 2015

**RE:** AAALAC Site Visit, October 27-29, 2015

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The Association for the Assessment and Accreditation of Laboratory Animal Care, International (AAALAC, Intl.) will conduct its regular triennial site visit to The University of Texas at Austin on October 27-29, 2015.

All laboratories using vertebrate animals must be prepared to participate by having knowledgeable representatives available to answer questions about the labs animal-related research and to show the site visitors areas involved with animal housing, procedures, surgery, and euthanasia. Medical records (e.g., surgical monitoring and documentation of analgesic dosing) should also be available. Additional information for lab preparation is provided elsewhere in this newsletter, and scheduling details will be forwarded to faculty when the plans are finalized. For additional questions, please contact the ARC Director.

The site visitors have been provided with a 300+ page written description of the UT animal care and use program and facilities. During their three-day visit they will tour animal housing areas, animal surgery areas, and laboratories where animals are used. As they evaluate the UT program description, visit the facilities, and interview members of the campus animal care and use community, the site visitors will be trying to answer some of the following questions:

- Is the University in compliance with all federal laws and regulations, and the standards outlined in the *Guide for the Care and Use of Laboratory Animals*?
- Does the animal care and use program receive adequate support (authority and funds) from the campus administration?
- Have problems identified during previous site visits, federal inspections, and/or internal program reviews been addressed and corrected?
- Is the campus Institutional Animal Care and Use Committee (IACUC) effective?
- Is the Animal Resources Center providing adequate support and oversight to campus animal research?

- Have all animal use projects and procedures being conducted been approved by the IACUC? Is protocol approval current?
- Is everyone who uses or cares for animals properly trained and skilled?
- Is the laboratory animal occupational health and safety program (*HealthPoint Occupational Health Program*) for animal care and use personnel effective?
- Is animal husbandry, veterinary care, animal surgery, and euthanasia performed in accordance with federal regulations and nationally accepted standards?
- Are the physical facilities (including caging, rooms, buildings, ventilation systems, etc.) designed and maintained in accordance with federal regulations and nationally accepted standards?
- Is the use of hazardous agents in animals conducted with due consideration for the safety of other animals, exposed personnel, and the environment?
- Additionally, the site visitors will pay special attention to animal use projects involving prolonged restraint, food and water restriction, multiple major survival surgeries, and the use of hazardous agents.

If you encounter the site visitors during their rounds, please feel free to welcome them and to respond to their questions in an honest and forthright manner to the best of your knowledge. Remember, they are experienced, knowledgeable peers and you may even have the opportunity to ask them questions about the animal care and use programs at their home institutions or best practices/procedures they have seen in use elsewhere.

In addition to animal-using research personnel, the ARC and the IACUC, the other key institutional representatives expected to participate in the process include representatives from the offices of the Vice President for Research, Environmental Health & Safety, Research Support, and University Communications.

To help you prepare for the site visit, please refer to the “Laboratory Self-Evaluation Checklists” that are available on the “Documents, Materials, and Forms” section of the IACUC website, which contains the requirements that should be considered when research groups are preparing for an IACUC semiannual facility evaluation.

The University of Texas at Austin has been AAALAC accredited since 2001. With your cooperation, we anticipate a successful accreditation site visit.

**The University of Texas at Austin**  
**Institutional Animal Care and Use Committee**  
**AAALAC Site Visit Agenda and Schedule**  
**October 27-29, 2015**

***Tuesday, October 27, 2015***

<b>8:00 – 8:30 a.m.</b>	<b>Opening Remarks</b> <i>FAC Conference Room FAC 430</i>
<b>8:30 – 10:00 a.m.</b>	<b>Program Description Review</b> <i>FAC Conference Room FAC 430</i>
<b>10:00 – 10:45 a.m.</b>	<b>Conference Call w/Marine Science Institute</b> <i>ARC Conference Room 2.204</i>
<b>11:00 – noon</b>	<b>Facility Inspection – Centrally-Managed Facilities</b> <i>ARC (vivarium and research lab areas)</i>
<b>noon – 1:00 p.m.</b>	<b>Working Lunch</b> <i>ARC Conference Room 2.204</i>
<b>1:00 – 3:00 p.m.</b>	<b>Facility Inspection – Centrally-Managed Facilities</b> <i>ARC (remaining areas)</i>
<b>3:30 – 4:30 p.m.</b>	<b>Facility Inspection – Centrally-Managed Facilities</b> <i>NHB (vivarium)</i>
<b>4:30 – 5:00 p.m.</b>	<b>Document Review &amp; Questions</b> <i>ARC Conference Room 2.204</i>

***Wednesday, October 28, 2015***

<b>8:00 – 11:30 a.m.</b>	<b>Facility Inspection – Campus Laboratory Buildings</b> <i>MBB, NMS, PAI, PHR, SEA, WEL</i>	[Two Teams]
<b>11:30 – 1:30 p.m.</b>	<b>Luncheon with IACUC</b> <i>AT&amp;T Conference Center – Room TBD</i>	
<b>1:30 – 5:00 p.m.</b>	<b>Facility Inspection – Campus Laboratory Buildings</b> <i>BME, BEL, NHB (labs), PAT</i>	[Two Teams]

***Thursday, October 29, 2015***

<b>8:00 – 9:00 a.m.</b>	<b>Facility Inspection – Off-campus Areas</b> <i>DPI (vivarium and research lab areas)</i>	
<b>9:15 – 11:15 a.m.</b>	<b>Facility Inspection – Off-campus Areas</b> <i>BFL, PRC</i>	[Two Teams]
<b>11:15 – 2:25 p.m.</b>	<b>Document Review, Working Lunch, &amp; Executive Session for Visitors</b> <i>ARC Conference Room 2.204</i>	
<b>2:45 – 3:30 p.m.</b>	<b>Exit Briefing</b> <i>ARC Conference Room 2.204</i>	



## **Frequently Asked Questions About AAALAC Accreditation**

### **What is AAALAC International?**

AAALAC International is a private, nonprofit organization that promotes the humane treatment of animals in science through voluntary accreditation and assessment programs. AAALAC stands for the “Association for Assessment and Accreditation of Laboratory Animal Care.”

### **How is AAALAC International governed?**

A Board of Trustees governs AAALAC International. The Board consists of 68 prestigious scientific, educational and professional organizations—they are referred to as AAALAC’s “Member Organizations.” Each of these Member Organizations appoints a representative to serve a three-year term on the AAALAC Board. Examples of current Member Organizations include:

- American Association for the Advancement of Science
- American Association of Colleges of Pharmacy
- American Psychological Society
- Federation of American Societies for Experimental Biology
- Society for Neuroscience

### **How does an institution maintain AAALAC accreditation?**

Once accredited, an institution must file an annual report to AAALAC International, noting any changes and the current condition of the animal care and use program. Each accredited institution is revisited and re-evaluated once every three years in order to maintain its accredited status.

### **How extensive is an AAALAC evaluation?**

AAALAC evaluates all aspects of an animal care and use program. An animal program (as defined by AAALAC International) includes an organization’s procedures and overall performance in the area of animal care and use in research, education, testing or breeding. The basic components that are evaluated include (but are not limited to) institutional policies, animal husbandry, veterinary care and physical plant issues.

### **How many animal care and use programs are accredited by AAALAC?**

More than 950 companies, universities, hospitals, government agencies and other research institutions in 41 countries have earned AAALAC accreditation, demonstrating their commitment to responsible animal care and use. These institutions *volunteer* to participate in AAALAC’s program, in addition to complying with the local, state and federal laws that regulate animal research.

### **Does AAALAC make its own regulations and policies?**

No, AAALAC is not a regulatory body and does not make or enforce regulations. Instead, AAALAC International relies on widely accepted guidelines, such as the *Guide for the Care and Use of Laboratory Animals (8<sup>th</sup> Edition)* (*Guide*, NRC 2011), and other resources. AAALAC International does publish “position statements” that can be used as supplemental guidelines in dealing with certain issues, such as the use of farm animals, occupational health and safety, or adequate veterinary care. AAALAC International also publishes its “Rules of Accreditation,” a document that lists the minimum criteria institutions must meet before they can be considered for accreditation.

### **How does AAALAC ensure confidentiality?**

Unlike many government regulatory systems, the entire accreditation process is confidential. The accreditation evaluation and its results are kept between the organization seeking accreditation and AAALAC International—even if deficiencies are found. AAALAC’s purpose is to provide a peer-evaluation that results in valuable information organizations can use to improve their programs and achieve new levels of excellence. Board and Council members, ad hoc Consultants and AAALAC staff are all required to sign confidentiality agreements. Each site visitor also signs conflict-of-interest statements. AAALAC representatives agree to treat all materials as privileged, and safeguard the materials in their possession. Of course, accredited organizations are free to share their AAALAC reports if they choose to do so.

For more information, see AAALAC’s website at: <http://www.aaalac.org/>



## THE UNIVERSITY OF TEXAS AT AUSTIN

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### ANIMAL RESOURCES CENTER

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### MEMORANDUM

TO: Investigators utilizing the services of the Animal Resources Center

FROM: Dr. Glen Otto, Director, ARC 

DATE: September 9, 2015

RE: Notice of rate adjustments effective January 2016 and requirements for budgeting future animal costs

In the time period since the last adjustment to per diem rates (which was announced in January 2012) another detailed cost analysis project has been performed by the ARC to calculate the true costs for animal care, following the relevant federal guidance: *Cost Analysis and Rate Setting Manual for Animal Research Facilities* [[http://grants.nih.gov/grants/policy/air/rate\\_setting\\_manual\\_2000.pdf](http://grants.nih.gov/grants/policy/air/rate_setting_manual_2000.pdf)]. This detailed and comprehensive approach to cost and rate calculations was done with input from the Accounting department and followed the same procedures utilized in the 2009-2012 cost and rate study.

Based on faculty feedback from a prior (but rescinded) rate notice, a working group composed of associate deans and representative faculty from the major animal-using Colleges held a series of meetings. The discussion topics included the cost accounting results, the history of rates charged at UT, comparative per diems in place at peer institutions, the impacts of increasing costs on faculty research efforts, and the subsidy provided by the University to help cover ARC expenses.

As a result of the working group's efforts, an agreement was put in place that will allow a phased approach to per diem increases over the next three years and will also cap the projected future increase for each species to a level that appears competitive with peer institutions. An additional part of the plan involves a freeze on annual increases for specific sponsored projects that are currently funded or will be submitted prior to 2016. In order to assure that multi-year projects being submitted in the future will include appropriate budgets for animal care, a commitment has been made to prepare and release ARC rate announcements on an annual basis, and to include multi-year projections that are to be used when budgeting multi-year projects.

Attached is the rate announcement for calendar year 2016, with projections out to the year 2020. The announcement provides additional details on how the rate chart should be used when planning studies. In some situations where multiple accounts are used to pay for animals in the same area, research labs may need to establish additional cage card notations or other recordkeeping to assist the ARC in tracking per diem charges during this phase-in period. Questions about billing can be directed to the ARC Administrative Manager, Karen King.

Please feel free to contact me with any questions,  
Glen Otto, DVM

Cc: Dr. Juan Sanchez, VP for Research

## Animal Resource Center (ARC) Rate and Budget Projection Schedule

09/09/15

This document provides information on per diem service center rates. Rates from the annual schedule table and instructions below are required to be followed when preparing budgets and planning expenses for research projects using ARC animal care services.

### Section 1. Base Rates for Internal Users\* (Calendar year = 01/01 to 12/31)

Approved Rates			Projected Rates			
Species	2015	2016	2017	2018	2019	2020
Mouse	\$0.49	\$0.53	\$0.56	\$0.60	\$0.62	\$0.65
Semi Barrier Mouse	\$0.64	\$0.66	\$0.68	\$0.70	\$0.73	\$0.76
Full Barrier Mouse	\$0.82	\$0.82	\$0.82	\$0.82	\$0.85	\$0.89
Rat	\$0.60	\$0.65	\$0.70	\$0.75	\$0.78	\$0.81
Semi Barrier Rat	\$0.78	\$0.83	\$0.87	\$0.92	\$0.96	\$0.99
Gerbil	\$0.77	\$0.75	\$0.75	\$0.75	\$0.78	\$0.81
Hamster	\$0.81	\$0.82	\$0.84	\$0.85	\$0.88	\$0.92
Rabbit	\$2.06	\$2.29	\$2.52	\$2.75	\$2.86	\$2.97
Vole	\$0.60	\$0.73	\$0.86	\$1.00	\$1.04	\$1.08
Wild Mouse	\$0.60	\$0.73	\$0.86	\$1.00	\$1.04	\$1.08
Pig	\$16.72	\$18.54	\$20.36	\$22.24	\$23.13	\$24.02
Cat	\$4.25	\$4.74	\$5.19	\$5.67	\$5.90	\$6.12
Macaque	\$6.18	\$6.86	\$7.54	\$8.24	\$8.57	\$8.90
Marmoset	\$4.80	\$5.33	\$5.86	\$6.40	\$6.65	\$6.91
Non-ARC Mouse	\$0.28	\$0.30	\$0.32	\$0.34	\$0.35	\$0.37
Non-ARC Rat	\$0.36	\$0.38	\$0.41	\$0.43	\$0.45	\$0.46
Aquatic room	\$2.33	\$2.33	\$2.33	\$2.33	\$2.42	\$2.52

\*See Section 3 for information on rates that will be charged to external users for projects involving service center pass-through rates.

### Section 2. Budgeting Instructions

#### Calendar year (CY) 2015

- CY 2015 rates will be billed to ALL projects during the remainder of CY 2015 and must be used as the basis for per diem budgeting for sponsored project proposals that are prepared for submission to a funding agency by 12/31/2015, close of business 5:00pm CST. **IMPORTANT:** Cutoff date used for determination will be the day the proposal review form was submitted to OSP, as indicated in their records.

#### Calendar year 2016

- **Sponsored Projects (26-account funding) submitted PRIOR to 1/1/2016:** CY 2015 rates will continue to be billed to sponsored projects with a submission date on or before 12/31/15. This grandfathered rate will be held constant until the next renewal period for multi-year projects (up to five years) upon request with proper account verification.
- **Sponsored Projects (26-account funding) submitted AFTER 1/1/2016:** Proposals must be budgeted and expenses planned for CY 2016 and each subsequent year using the annual rate table listed above.
- **Other accounts:** CY 2016 rates will be charged to all accounts other than the grandfathered 26-accounts mentioned above, including startup funding, gifts, unrestricted accounts, departmental funding, etc.

#### Calendar year 2017 - 2020 (Projections)

- This rate schedule document will be adjusted and reissued on an annual basis to include the latest year(s) of approved rates, as well as to add another year of projections.
- The CY rates for dates beyond 2016 must be used when planning future studies and budgeting sponsored and non-sponsored projects. **IMPORTANT:** *These are projections, so the actual rates billed during the year of execution will be the updated and approved rates in place at that time.*

### Section 3. External Rates

Rates charged to internal users benefit from substantial subsidy funds provided to the ARC, therefore, The University is not allowed to subsidize external customers. External rates are based on total operating costs and include an additional institutional surcharge used to cover facilities and administrative expenses. The ARC does not generally directly support external users but there are situations where another university department utilizes ARC services as part of their project funded directly by an external user. In these cases, the ARC will bill the full external rate.

**External users** are entities or persons over whom The University of Texas at Austin has no fiduciary responsibility, regardless of the user's relation to the university's academic or research mission. External users include universities/colleges other than The University of Texas at Austin, commercial entities, nonaffiliated not-for-profit organizations, other state agencies, students, and members of faculty or staff acting in a personal capacity.

Information for budgeting external rates for animal care can be obtained by contacting the ARC. External rates will be recalculated on an annual basis, but for budgeting purposes it must be assumed that they may increase 5-10% per year.