



**Cape Breton University's Animal Care Committee (ACC)
POST-APPROVAL MONITORING (PAM) CHECKLIST FOR LAB-BASED RESEARCH**

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This document is meant to be a reference for the members of the CBU Animal Care Committee while performing a site visit to laboratories conducting animal research – not all areas may apply in all animal research sites.
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Principal Investigator (PI): _____

Protocol #: _____ **Protocol Approval Date:** _____

Protocol Title: _____

Category of Invasiveness: _____ **Species Used:** _____

.....
Date of Monitoring/Site Visit: _____

Animal Research Facility/Laboratory Space: _____

.....
Committee Representatives Present: _____

Lab Personnel Present: _____

Date of Previous Site Visit (if applicable): _____

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A. THE PROTOCOL AND PERSONNEL

- | | | | |
|---|---|-----|---|
| Y | N | N/A | 1. Do the PI and research personnel have easy access to the most recent version of the approved protocol(s) including amendments? |
| Y | N | N/A | 2. Do the PI and research personnel have easy access to the most recent version of the approved standard operating procedures (SOPs), including amendments? |
| Y | N | N/A | 3. Has everyone performing animal procedures read the approved protocol and SOPs, including amendments? |
| Y | N | N/A | 4. Is everyone performing animal procedures listed in the protocol? |

NOTES: _____

B. ANIMAL ROOMS AND STUDY PROCEDURES

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|---|---|-----|---|
| Y | N | N/A | 5. Are the animal rooms and/or animal research laboratories clean, neat, and in good operating conditions (including sinks, drains, ceilings, working surfaces, etc.)? |
| Y | N | N/A | 6. Are the animal's housing/holding cage(s) or tank(s) labeled with the relevant and current approved protocol number(s) and any other pertinent information as pertinent to approved protocol (i.e., species name, gender, numbers, date of birth or arrival, etc.)? |
| Y | N | N/A | 7. Are laboratory-housed animals kept under appropriate environmental conditions (i.e., light regime, temperature, environmental enrichment, group density, etc.)? |
| Y | N | N/A | 8. Are the procedures performed consistent with those approved in the protocol? |
| Y | N | N/A | 9. Are research personnel appropriately trained to perform these procedures? |

NOTES: _____

C. ANESTHESIA AND ANALGESIA

- | | | | |
|---|---|-----|--|
| Y | N | N/A | 10. Are the methods of anesthesia in compliance with the protocol? |
| Y | N | N/A | 11. Are anesthetized animals being monitored appropriately? |
| Y | N | N/A | 12. Are the animals maintained at an appropriate depth of anesthesia for the procedures performed? |
| Y | N | N/A | 13. Are analgesic dosages, frequency and routes of administration accurately recorded? |

NOTES: _____

D. SURGERY, POST SURGICAL CARE AND EUTHANASIA

- | | | | |
|---|---|-----|--|
| Y | N | N/A | 14. Is survival surgery being performed using aseptic techniques? |
| Y | N | N/A | 15. Is there an appropriate recovery area for the animal? |
| Y | N | N/A | 16. Are animals returned to the animal housing site in a timely fashion? |
| Y | N | N/A | 17. Is post-surgical care adequately documented? |
| Y | N | N/A | 18. Are any post-operative problems reported to the veterinarian? |
| Y | N | N/A | 19. Is euthanasia being performed humanely and in accordance with the approved protocol? |

NOTES: _____

E. RECORD KEEPING

- | | | | |
|---|---|-----|---|
| Y | N | N/A | 20. Is evidence of training (i.e., certificates, affidavits, training forms, etc.) easily available at the research laboratory? |
| Y | N | N/A | 21. Is there an up-to-date and complete animal care/ husbandry and/or use log? |

NOTES: _____

F. CBU LABORATORY SAFETY REQUIREMENTS

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|---|---|-----|--|
| Y | N | N/A | 22. Is there adequate emergency signage in all designated animal rooms? |
| Y | N | N/A | 23. Are current records of laboratory inspections by the Occupational Health and Safety committee easily available and under compliance? |
| Y | N | N/A | 24. Are controlled substances stored/logged appropriately? |

NOTES: _____

G. RECOMMENDATIONS
