

SOP: **HU-02**

Title: **Cage Wash Procedures – Volker Animal Facility**

SOP Last Revision Date:
12MAY09

PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to describe the operational procedures necessary for the effective sanitization of caging and equipment utilizing the Basil® 4200 Cage and Rack Washer located at the Volker Laboratory Animal Research Core's Animal Facility on the campus of the University of Missouri-Kansas City.

POLICY

It is LARC policy to meet or exceed all federal, state, and local regulations and guidelines and to comply with all institutional policies and procedures as they apply to the use of animals in research. Personnel must attend any applicable training in animal care and use, occupational health and safety, equipment operation, and Standard Operating Procedures prior to performing activities outlined in this SOP or work under the direct supervision of a trained LARC staff member.

REFERENCES

- A.** Laboratory Animal Research Core Personnel
- B.** *EQ-04 Operation & Maintenance of the NuAire Labgard Class I Animal Bedding Disposal Cabinet*
- C.** *EQ-05 Operation & Maintenance of the Volker Facility Rack Washer*
- D.** *SN-01 Chemical and Biological Monitoring of Facilities and Equipment*

PROCEDURES FOR DIRTY SIDE

A. Rodent Caging

- a. Cages are to be dumped on the dirty side of cage wash within the animal bedding disposal cabinet.
- b. Soiled cages emptied (some scraping of debris might be necessary) into the disposal cabinet chute.
- c. Load emptied cage bottoms upside down onto the wash rack.
- d. Cage lids are to be individually placed face down in the rack and wire bar lids in stacks of no more than three.
- e. Once the rack is full, hose off any remaining debris.
- f. Affix a temp-label on the equipment, push the rack into the Rack Washer and select appropriate cycle.

B. Rabbit Pans

- a. Roll up soiled rabbit paper and collect remaining debris and place in a waste container.
- b. Wearing safety glasses/goggles, mask and rubber gloves, spray pans with acid descaler to remove any urine scale.
- c. Load rabbit pans onto the pan rack, affix temp-strip and roll rack into the Rack Washer. Select acid cycle for specifically sanitizing rabbit caging and equipment.

C. Rabbit Racks – Shoreline & Allentown

- a. Detach all water bottle holders, feeders, remove all floor grates and pans.
- b. Place all water bottle holders in a wire basket and place on wash rack with mesh side facing out.
- c. Place feeders in wash rack with feeder opening facing down and out.
- d. Place pans in rack as described above.

- e. Hose off debris from interior and exterior of rack and apply acid descaler where needed.
- f. Shoreline racks (maximum of two racks can be loaded at a time in the Rack Washer). Allentown racks (one at a time). Adhere a temp-strip to one of the racks and select acid cycle.

D. Water Bottles, Stoppers and Enrichment Devices

- a. Load rubber stoppers, enrichment devices and water bottles (upside down) into wire basket and place on wash rack.

E. Daily Room Sanitation Duties

- a. Shoe covers must be worn when working or trafficking through the dirty side of cage wash.
- b. Dirty caging and materials are to be organized to facilitate cleaning and safe operation of equipment.
- c. Clean interior and exterior work surfaces on bedding disposal cabinet and other equipment with disinfectant.
- d. Remove and discard all trash.
- e. At the end of the day, or more often if necessary, sweep up and discard soiled materials on floor and mop floor with disinfectant.

PROCEDURES FOR CLEAN SIDE

CAUTION: Be very careful when unloading Rack Washer, contents may be extremely hot.

A. Rodent Caging

- a. Add three scoops of direct bedding to each rat cages and one scoop for mouse cages, stack and top with clean cage lid.
- b. All mouse cages (cage bottoms, wire bar lids, filter tops, cage card holders, etc.) and water is autoclaved prior to use unless circumstances don't require. Affix temp indicator to load.

B. Rabbit Pans

- a. Each clean pan is lined with appropriately sized tek-board so as to cover entire surface of pan.

C. Rabbit Racks (Shoreline & Allentown)

- a. Reassemble racks with accessories following sanitization.
- b. Grease wheel casters with WD40 or grease gun.

D. Water Bottle Preparation

- a. Place bottle basket into bottle filler and fill all bottles.
- b. Cap with clean sanitized rubber stoppers with sipper tubes.
Cover clean full water bottles with approved covering if not needed for immediate use and leave on stainless steel rack on clean side with autoclaved date.

F. Daily Room Sanitation Duties

- a. Sweep and mop clean side with detergent disinfectant solution daily.
- b. Maintain storage of materials and paperwork in neat and orderly condition.
- c. Maintain exterior of Rack Washer in accordance with
*SOP EQ-05 Operation and Maintenance of the Volker
Animal Facility Rack Washer.*
- d. Remove all trash daily.

G. Safety

- a. Read and fully understand Safety Section in *SOP EQ-05
Operation and Maintenance of the Volker Animal Facility Rack
Washer* before operating Rack Washer!