

SOP: **HU-09**

Title: **Finding Sick or Dead Animals**

SOP Last Revision Date:
14JUL10

PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to describe the procedures after a sick or dead animal is found. This SOP applies to animals housed in all the Laboratory Animal Research Core's Animals Facilities 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. Animal Status Record (hard copy form)
- C. Animal Status Record (electronic copy form)
- D. Animal Health Card (index card)

PROCEDURES

A. Finding Sick Animals

- a. An **Animal Status Record** is to be filled out completely.
- b. A copy of this form is made. One copy stays on the animal room clipboard and the other exits the facility to assist in notifying the researcher by means of the online Animal Status Record.
- c. An **Animal Health Card** is completely filled out to remain on the sick animal's cage card holder.
- d. The animal technician uses the Animal Status Record to notify the researcher of the sick animal making certain to involve the LARC Vet Tech (VT) on the notification email.
- e. The hard copy of the Animal Status Record is given to the VT.
- f. The VT will investigate the sick animal and recommend treatment. If it is a major issue, the LARC Veterinarian will be notified.

B. Finding Dead Animals

- a. An **Animal Status Record** is to be filled out completely to assist in notifying the researcher by means of the online Animal Status Record.
- b. The animal technician uses the Animal Status Record to notify the researcher of the death making certain to involve the LARC Vet Tech on the notification email.
- c. The hard copy of the Animal Status Record is given to the LARC Vet Tech.
- d. The animal's cage card will also be given to the VT. (If not yet weaned, no cage card is necessary).
- e. Place bagged carcass in designated container/bag for the day it has been found dead located in the carcass refrigerator.
- f. After 72 hrs, carcasses are transferred to the carcass freezer.

- g.** The carcass bag must be labeled with appropriate data (you may use an **Animal Health Card** instead of writing on bag).
 - i. Date found dead
 - ii. Investigator
 - iii. Protocol number
 - iv. Strain
 - v. Animal ID (parents ID if animal is not weaned)

C. Animals Presumed To Be Cannibalized

- a.** There may be times that pups that have not been weaned are no longer present in the parent's cage. This will be treated in the same manner as an animal found dead.
- b.** An **Animal Status Record** is to be filled out completely to assist in notifying the researcher by means of the online Animal Status Record.
- c.** The animal technician uses the Animal Status Record to notify the researcher of the death making certain to involve the LARC Vet Tech on the notification email.
- d.** If there are ANY partial remains, they are to be bagged as mentioned in Section B of this SOP.