

SOP: **HU-10**

Title: **Finding Births & Weaning 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. Breeding Card
- C. Animal Status Record (hard copy form)
- D. Animal Status Record (electronic copy form)

PROCEDURES

A. Breeding Animals

- a. All breeding cages must have laminated **Breeding Cards** with all portions filled out at all times in front of original cage cards (unless otherwise specifically requested by researcher).
- b. If the female has been separated from the male and is still presumed pregnant or has unweaned pups, a **Breeding Card** must remain with her until the pups are weaned.
- c. If the LARC is to be designated to perform technical tasks, when two females are to be bred with one male in the same cage, the females are to be separated upon the presumption they are pregnant.

B. Finding Births

- a. The cage is not be disturbed for 7 days post birth unless there is an emergency (flooding, excessively soiled, etc.).
- 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 birth making certain to involve the LARC Veterinarian Technician (VT) on the notification email.
- d. The hard copy of the Animal Status Record is given to the VT.
- e. There are to be no double litters inside the same cage unless specified in the researcher's protocol. Report any double litters to the VT immediately.

C. Weaning Animals

- a. Animals are placed into separate cages according to their sex (5 mice per cage and 2 rats per cage).

- 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 weaning making certain to involve the LARC Veterinarian Technician (VT) on the notification email.
- d.** The hard copy of the Animal Status Record is given to the VT.
- e.** Some sort of supplement may be given to newly weaned animals (Transgel, wet food, food pellets on cage bottom, etc.)
- f.** Each animal is to receive a new cage card completely filled out. If a cage card has not been printed, notify the LARC VT and a Temporary Cage Card may be used until an official one is available.