logo-blackAnimal Care and Use Committee For Administration Use Only

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| Protocol No. | Date Received: | Committee Meeting Date: |

**POST-APPROVAL MONITORING**

**In-Person Reporting Form**

As part of post-approval monitoring process of the Animal Care and Use Committee (ACUC), this form is for use by members of the ACUC to report on activities of a current and approved Animal Use Protocol. Activities reported can be specific procedures, handling methods, experimental manipulations, etc. Refer to Sop G-05 *Post Approval Monitoring* for more information

Please submit a **signed electronic version** of this form to [acuc@unbc.ca](mailto:acuc@unbc.ca).

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| **POST APPROVAL MONITORING – IN-PERSON REPORT** | |
| Date: | Protocol Number: |
| Protocol Title: | |
| PI: | Personnel Observed: |
| ACUC Member(s) Present: | |
| ACUC Member(s) Signature(s): | |
| Procedure(s) observed: | |

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| **CHECKLIST**  *This checklist is a guide, and therefore not all points will be applicable. If a line is not applicable within procedure that is being observed, it will be marked as “N/A”*  *If the answer to a line is “yes”, mark as “Y”*  *If the answer to a line is “no”, mark as “N”*  *If a line is partially a “yes” or “no”, mark as “Y/N”*  *If clarification is needed for a line, it will be marked with an “\*” and add an explanation to the corresponding “comments” section.* | |
| **Protocol and Procedures – General** | |
|  | Do personnel have access to all protocols and are protocols current? |
|  | Have all personnel read the protocols? |
|  | Are personnel performing procedures and/or handling animals proficient in the task? |
|  | Are procedures and animal numbers consistent with the protocol? |
| Comments: | |
| **Anesthesia, Surgery, Animal Recovery, and Procedures** | |
|  | Are anesthesia methods and monitoring in compliance with the protocol? |
|  | Are the drugs used specified in the protocol? |
|  | Is the surgical site preparation sufficient and is the surgeon using aseptic techniques? |
|  | Is the temperature of the animal considered? For surgeries, is there an appropriate heat source? |
|  | Are animals fully recovered before being returned to regular housing or released? |
|  | Are the animals handled in a way that they remain calm? Are there procedures in place if an animal’s stress level rises too high? |
| Comments: | |
| **Euthanasia** | |
|  | Does the method of euthanasia correspond with what is described in the protocol? |
|  | Are the personnel proficiently trained in euthanasia? |
| Comments: | |
| How are adverse events being recorded?  Were any adverse reactions observed? | |
| General Comments: | |

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| **FOR OFFICE USE ONLY**  ACUC Comments:  Date Reviewed by the ACUC: |