

*University of Louisville*  
Institutional Animal Care and Use Committee  
***Policies and Procedures***

## **Responding to Reported Deficiencies in Animal Care and Treatment**

The humane care and use of animals is of paramount importance to the University of Louisville. Individuals who may have specific concerns about animal care and treatment are encouraged to report their observations of deficiencies to the Institutional Animal Care and Use Committee (IACUC). A subcommittee, described in paragraph three below, will immediately investigate any allegation of misconduct with respect to animal care and use. Individuals generating a deficiency report shall not be discriminated against or be subject to any reprisal for generating the report. Individuals who desire anonymity may be certain that the IACUC will handle a deficiency report in confidence to the extent permitted by law.

### **Reporting Procedures:**

Concerns regarding misconduct associated with the care and treatment of animals may be reported to the IACUC chairperson, any committee member, or the staff veterinarians. Written reports should be addressed to the Chair or an individual in the following manner:

*Chairperson or Member (Name), IACUC*  
*IACUC Office*  
*Medical-Dental Research Building, Room 012*  
*Health Sciences Center*  
*University of Louisville*  
*Louisville, KY 40292*  
***PRIVATE AND CONFIDENTIAL***

Reports of care and treatment deficiencies may also be given verbally to the IACUC Chair, any committee member, or the staff veterinarian. A current roster of IACUC members may be obtained from the Office of Research Services (ext. 7307). Reports should be as specific as possible, *i.e.*, date, time, species involved, animal/project identification number and the names of the UofL personnel involved.

### **IACUC Response to Deficiency Reports:**

The receipt of a written or verbal report of animal care and treatment deficiency by the IACUC will be immediately brought to the attention of the Assistant Vice President for Research Services and the IACUC Chairperson. These individuals will select an additional committee member to constitute subcommittee to investigate and, where concerns are substantiated, bring about the correction of the reported deficiency. Reports and corrective actions will conform to all applicable University policies. At the next regularly scheduled IACUC meeting, the subcommittee will describe the reported deficiency and the corrective action that has been taken or recommended. If, and when, a letter reporting a deficiency is forwarded to an outside regulatory agency (*i.e.*, OLAW, AAALAC), funding agency (through the Office of Grants and Contracts), or in other instances where notification seems appropriate as determined by the committee, a letter will also be forwarded to the department chair affiliated with the project in question. IACUC and subcommittee members will remain honor-bound to respect report confidentiality.

**Revised:** August 15, 2007

**Adopted:** August 16, 2007