University of Louisville
Institutional Animal Care and Use Committee
Policies and Procedures
Individual Risk Assessment and Medical Surveillance

Policy: Enrollment in the Occupational Health and Safety Program Related to Animal Subjects, which may include a combination of training, medical surveillance, and special services as dictated by Campus Health Services, is mandatory for all personnel working with animals or in animal areas. For individuals wishing to work independently with animals, a two-part enrollment, which must be completed prior to approval as a Project Participant, completion of the training module entitled “Occupational Health and Safety Training for Animal Handlers” online at CITI Program (https://about.citiprogram.org/en/homepage/) and the “Periodic Animal Contact Health Survey.” Re-enrollment is required every three years. Failure to enroll or re-enroll will result in loss of animal use privileges.

Rationale: The Guide states, “An occupational health and safety program must be part of the overall animal care and use program.” As part of its commitment to protect all personnel from unreasonable risk, the University has established a comprehensive Occupational Health and Safety Program Related to Animal Subjects (OHSP) to ensure the well-being of employees who have contact with animals or animal use areas. Awareness of the potential hazards presented by laboratory animals and hazards frequently employed in research setting only partially protects individuals from unnecessary risks. Only by recognizing the impact of these risks through one’s own personal medical history are personnel adequately informed of the hazards involved in the workplace. Accordingly, the UofL IACUC has adopted the following guidelines.

Procedures, Guidelines, and Exceptions:
1. Oversight: The IACUC provides oversight for enrollment in the OHSP related to animal subjects. IACUC-approved animal use privileges are contingent upon complete enrollment.

2. Individuals that must be exposed to laboratory animals or research facilities on single occasions with no intention of working independently (e.g., students involved in a teaching exercise involving animal models, project sponsors wishing to review a procedure) will also receive “Introduction to Occupational Hazards Associated with the Care and Use of Laboratory Animals.”

3. Personnel wishing to work independently with laboratory animals or in vivaria must complete enrollment in the OHSP. Enrollment is two-fold:
   a. Personnel must complete the online CITI Program training module “Occupational Health and Safety Training for Animal Handlers” and the associated quiz. An individual may take the quiz as often as necessary to achieve an 85% passing score.
   b. Personnel must also complete a “Periodic Animal Contact Health Survey” that allows individualized risk assessment by an OHS physician. Completed Surveys should be placed into a sealed, labeled envelope and returned to the IACUC Office with the personnel’s name written on
the outside of the envelope. The Office documents the return and forwards the sealed envelopes to the Office of Health Services for evaluation.

c. Re-enrollment is required every three years. Personnel must retake the online CITI course and also complete a new “Periodic Animal Contact Health Survey.”

d. All research personnel who work with animals must be listed as a Project Participant in all Proposals with which they are associated. OHSP enrollment must be completed prior to IACUC approval as a Project Participant. As a condition for continued authorization to work with animals, individual animal users are expected to complete OHSP re-enrollment every three years. Failure to complete enrollment or re-enrollment will result in administrative removal as a participant in associated Proposals and thereby loss of animal use privileges. Failure of Principal Investigator enrollment or re-enrollment will result in administrative inactivation of all pertinent Proposals and thereby loss of animal use privileges.

e. The Research Resources Facilities (RRF) assists in monitoring enrollment. Access into central vivaria is not granted until individuals have completed the enrollment or re-enrollment process.