

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 (OHSP), 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, animal tissue\*, or in animal use areas (both PI-maintained and animal facilities). For individuals wishing to work independently with animals or animal tissue, 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.” OHSP re-enrollment is required every three years. Failure to re-enroll in the OHSP will result in loss of animal or animal tissue use privileges.

\*The term “tissue” as used in this policy pertains to any part of a vertebrate animal including cells, tissue, blood or other bodily fluids, organs and carcass.

**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 and animal tissue use. IACUC-approved animal and animal tissue use privileges are contingent upon complete enrollment. All research personnel who work with animals or animal tissue must be listed as a Project Participant on all *Proposals* with which they are associated. OHSP enrollment must be completed prior to IACUC approval as a Project Participant.
2. Individuals that will be exposed to laboratory animals, animal tissue, PI-maintained animal use areas (i.e., laboratories where animals are used), or the Comparative Medicine Research Unit (CMRU) animal 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, etc.) will receive Level I Training which includes an “Introduction to Occupational Hazards Associated with the Care and Use of Laboratory Animals.” These individuals must remain under the supervision of a Level II trained staff member during all animal use. See the IACUC policy “Required Training” for more information.

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3. Personnel wishing to *work independently or regularly* with laboratory animals, animal tissue, in PI-maintained animal use areas (i.e., laboratories where animals are used), or in the CMRU animal facilities must complete full enrollment in the OHSP. OHSP enrollment is two-fold:
  - a. Personnel must complete the online CITI Program training module “Occupational Health and Safety Training for Animal Handlers” and pass 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 returned to Campus Health Services electronically via email ([immunize@louisville.edu](mailto:immunize@louisville.edu)) or fax (502-852-6649).
4. Individuals are encouraged to complete a new Periodic Animal Contact Health Survey if their workplace environment or health/medical status changes, but must re-enroll at least every three years. A new health survey should be submitted if changes to health/medical status or workplace environment may alter or increase risks of occupationally-acquired illness. If individuals are unsure of how their health/medical status or workplace changes may affect them, they should submit a health survey for risk assessment. Examples of health/medical status changes that necessitate submission of a new health survey for risk assessment include pregnancy, becoming immunocompromised or immune-suppressed, newly acquired allergies, etc. Examples of workplace environment changes that necessitate submission of a new health survey for risk assessment include working with new species, biological agents, anesthetic gases, etc.
5. As a condition for continued authorization to work with animals and/or animal tissue, individuals are expected to complete *full* OHSP re-enrollment every three years. Personnel must retake the online CITI course and also complete a new “Periodic Animal Contact Health Survey.” Failure to complete re-enrollment will result in administrative removal as a participant in associated *Proposals* and thereby loss of animal and animal tissue use privileges. Failure of Principal Investigator re-enrollment will result in administrative inactivation of all pertinent *Proposals* and thereby loss of animal use privileges.
6. The Comparative Medicine Research Unit (CMRU) assists in monitoring enrollment. Access into central vivaria is not granted until individuals have completed the enrollment or re-enrollment process. CMRU facilities access may be revoked if individuals fail to re-enroll in the OHSP.

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