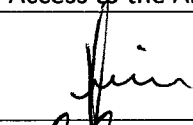





SOP #: 202.01

Title: SOP - Access to the Animal Care Facility
Approvals: _____

Attending Veterinarian 

Date: 10/11/22

Assistant Director LAR 

Date: 10/11/22

1. Purpose

1.1 The intent of this standard operating procedure (SOP) is to establish the proper guidelines to enter the Animal Care Facility as approved by Florida International University Institutional Animal Care and Use Committee.

2. Responsibility

2.1 This procedure applies to all personnel entering the Animal Care Facility, including managers, principal investigators, animal care staff, , visiting inspectors, veterinarians and approved visitors. Specific requirements will be clearly posted to clearly identify the required protective clothing.

3. Definitions

3.1 Animal Rooms: rooms designed to house small animals, i.e. rodent room, immune compromised rodent rooms.

3.2 Dedicated Shoes: closed toe shoes kept on site at all times and protected by disposable shoe covers when appropriate.

3.3 PPE: Personal Protective Equipment

4. Guidelines

4.1 Entry to Animal rooms – it is important that personnel be protected from risks associated with the use of animals in research, by the animal itself, or agents used as part of the study

protocol requirements. The use of PPE also protects animals from outside contamination. Hands must be washed prior to and after handling animals.

4.2 Husbandry staff must wear dedicated scrubs before starting the work shift.

4.3 Entry to the ACF requires an authorized key card 24 hours a day / 7 days a week.

4.4 Personnel entering the ACF will follow these guidelines:

4.4.1 Don disposable shoe covers over street shoes in the lobby.

4.4.2 Don a disposable yellow gown, lab-coat or coverall based on availability.

4.4.3 Follow posted gowning requirements for that specific location.

4.5 A tacky mat is placed on the floor outside the doors to the animal rooms. These mats collect dust, dirt, and bacteria. Step several times on the mat before entering the room.

4.6 Entry into animal rooms - gowning materials

4.6.1 Some animal rooms will have additional PPE entry requirements. Gowning and de-gowning will take place just outside the animal room. Mobile carts are used to hold a supply of disposable gowning materials as follows:

4.6.2 Yellow lab coat – one coat per shift. Can hang coat inside room for same day reuse. If exiting the room for the day, if animal handling took place inside the room, the lab coat will be discarded and a new lab coat must be donned before entering another animal room.

4.6.3 Shoe covers –a new pair of shoe covers will need to be donned over the existing shoe cover for some rooms (first pair of shoe covers already protecting the shoes). Step into room only as each shoe cover is put on to avoid cross contamination. Discard (second pair) the shoe covers before leaving room by stepping out of room as each shoe cover is removed.) (May need to discard both pairs prior to exit if soiled or wetted and replace with new pair).

4.6.4 Non sterile gloves – discard before leaving animal room.

4.7 All the gowning materials should be clean and intact.

4.8 Protective clothing should be changed if soiled with medications, body fluids, nasal exudates, urine or feces.

4.9 When your animal work is completed, discard the disposable protection equipment in the trash barrel located in the rear part of the Animal Care Facility and exit the facility using the rear door.

4.10 Animal facility staff should not leave the work place in protective clothing that has been worn while working with the animals.

4.11 Visitors should be limited as appropriate to protect the safety and health of the visitor and the animals. Visitors will be escorted by a qualified ACF staff member and are required to follow the posted requirements to enter animal rooms when animals are present.

4.12 Anyone at FIU that has a sick pet at home and needs to entry the ACF should inform the Animal Facility manager. Every effort to reduce the risk of transmission will be made and the attending veterinarian will be consulted to determine the appropriate course of action.

5. References

5.1 The Guide for the Care and Use of Laboratory Animals - page 151 (NRC 2011)