



SOP #: 204.01

Title: SOP - Emergency Veterinary Coverage
Approvals: _____

Attending Veterinarian _____
[Handwritten Signature]

Date: 10/11/12

Assistant Director LAR _____
[Handwritten Signature]

Date: 10/11/12

1. Purpose

1.1 This SOP is to provide guidance to the employees of the Animal facility in the form of clear procedures that can apply to a variety of situations that may occur:

1.1.1 Reporting veterinary emergencies and notifying the Attending Veterinarian;

1.1.2 Staff duties during weekend/holiday and emergencies situation and reporting to the Assistant Director/Animal Facility Manager;

1.1.3 Special considerations related to the "on call" personnel duties;

2. Responsibility

2.1 Animal Care Facility Staff, Principal Investigator and laboratory staff

3. Definitions

3.1 Veterinary Emergency is a situation when an animal becomes injured, or suddenly develops an acute, life threatening disease and requires emergency care. Examples:

3.1.1 Any animal that is having trouble breathing.

3.1.2 Any patient that is in shock (signs of shock can include weakness, pale mucous membranes in their mouth, cold extremities, and an abnormal heart rate).

3.1.3 Animals that are having trouble urinating, or are not producing urine.

- 3.1.4 Animals that have had surgery and are not recovering well from anesthesia or are having trouble in the first few post-operative days

4. Guidelines

- 4.1 The Guide for the Care and Use of Laboratory Animals (page 114) states that “procedures must be in place to provide for emergency veterinary care both during and outside of regularly scheduled hours. Such procedures must enable animal care and research staff to make timely reports of animal injury, illness, or death. A veterinarian or the veterinarian’s designee must be available to expeditiously assess the animal’s condition, treat the animal, investigate an unexpected death, or advise on euthanasia”.
- 4.2 The Animal facility will provide optimal veterinary care, at all times, for the animals in its charge. Husbandry technicians do rounds every day as part as our Animal Care Program. They are supervised by the Senior Animal Care Technician (AALAT’s LAT certified) that reviews all the animals at the ACF to ensure the well-being and the health of the animals.
- 4.3 It is Florida International University policy that no animal should endure unnecessary pain or suffering and to avoid that, veterinary care is available at any time (24 hours/day, 7days/week). Emergency contact phone numbers and the contact tree is placed in the facility in various visible locations.
- 4.4 During working hours contact:
- 4.4.1 Attending Veterinarian / Director Laboratory Animal Research at 305-348-8315
- 4.4.2 Assistant Director - Laboratory Animal Research at 305-348-7408
- 4.5 Facility related issues:
- 4.5.1 If the situation requires Facilities workers and the ACF manager cannot be reached, contact Work Management at 305 348 4600.
- 4.6 To report an after work hours veterinary emergency:
- 4.6.1 If the situation requires veterinary care, contact the first person in each contact tree. To determine who to call, follow one or more of these options, and Continue down the contact tree until one person in the applicable tree has been contacted. This completes your obligation.
- 4.6.1.1 **Step 1:** Notify the Attending Veterinarian Horatiu Vinerean, DVM, DACLAM (Cell phone: (937) 212-2986)
- 4.6.1.2 The Attending Veterinarian will assess the situation and determine the appropriate course of action.

4.6.2 If the Attending Veterinarian does not respond in a timely fashion or is unavailable, go to Step 2.

4.6.2.1 **Step 2:** Notify the Back-up Veterinarian - Joseph Wagner, DVM, DACLAM (Cell phone: (305) 510-2470)

4.6.2.2 The Back-up Veterinarian will assess the situation, and determine the appropriate course of action.

4.6.3 **Note:** *Some home and/or cell phone numbers are confidential. Do not disclose or post in a public manner. Use only for emergency or university business.*

4.7 Weekend and Holiday Coverage

4.7.1 The normal start time and frequency of shifts for weekend/holiday duties is determined by the Assistant Director based on the animal study requirements and/or specific treatments. Weekend and holiday general daily procedures include but are not limited to the following:

4.7.1.1 Before you begin your duties, read the special care procedure report (if any) filled by the weekly staff, for any additional instructions.

4.7.1.2 If you are uncertain about any instructions, ask the Assistant Director for clarifications before you begin your duties.

4.7.1.3 Check room conditions. Record the temperature and humidity on the room checklist

4.7.1.4 Check for health problems or dead animals and report the findings by phone to the Assistant Director/Animal Care Facility Manager at 10 a.m. If a veterinary emergency is identified, contact the appropriate person (see previous section)

4.7.1.5 Make sure that all the animals have enough food and water for any emergency situations that can arise (e.g. storm).

4.7.1.6 Perform all the procedures required by the animal study protocol or requested by the AV as part of the medical treatment.

4.7.1.7 Sweep and mop the room.

4.8 "On call" Personnel

4.8.1 During each weekend or Holiday, by rotation, one of the weekly staff will be "On Call" duty. This person is required in case of emergency or if the weekend person is not available to make him/her available to attend the animals in a reasonable amount of time at the request of the Assistant Director.

4.9 Hurricane/Tropical Storm Emergency

- 4.9.1 Advance warning of a hurricane can prepare staff to be on alert, especially those that live within short distance of the facility.
- 4.9.2 The most important factors to consider would be the safety of the staff getting to the facility, and then maintaining power at the various locations. As long as power is not lost, there should be ample supplies on hand to feed and water the animals.
- 4.9.3 If hurricane or tropical storm conditions are met, the Attending Veterinarian will be in contact with the Animal facility staff to determine the course of action.

4.10 Other Emergencies

- 4.10.1 For any other emergencies (bomb treat, fire, power outage, tornado, trespassing and suspicion package situation), please follow the Crisis Management Plan of Action.

5. References

- 5.1 N/A