



**Animal Care Facility Form**

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**TITLE:** Animal Facility Orientation of New Personnel at FIU

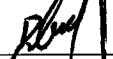
**Document No.:** 902.01.frm

**Effective Date:** \_\_\_\_\_

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**ORIGINATOR:** Horatiu V. Viherean

**APPROVED:**  10/22/12 (Attending Veterinarian)

**APPROVED:**  10/22/12 (Facility Manager)

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Summary of Changes to this Document:

Distribution:  
(1) Animal Facility



**Animal Care Facility Form**

**TITLE:** Animal Facility Orientation of New Personnel at FIU

**Document No.:** 902.01.frm

**Effective Date:** \_\_\_\_\_

**New Personnel Information:**

**Name:** \_\_\_\_\_ **Start date:** \_\_\_\_\_

**Personnel Status:** \_\_\_\_\_ **Principal Investigator:** \_\_\_\_\_

Item	Date of Training	Trainer Initials
Animal Regulations Governing Animals Used For Research and Teaching & FIU(Animal facility Orientation)		
Introduction to the Animal Facility Training Program & Website		
The Guide, AWA, PHS Policy (copies to be returned)		
Introduction to Facility/Animal related paperwork/forms		
Animal Vendor Information and acclimation of animals.		
Introduce AALAS Certification Program (provide manual if applicable)		
SOP's were introduced and the trainee understands they are responsible for reading all applicable current revisions.		
Reporting Animal Welfare Concerns - Mechanisms and Phone Numbers		
Veterinary Team Contacts: Animal Facility list of phone numbers/contacts.		
Reporting Animal emergency.& Facility Issues (lights out, water leaks, etc)		
Dress Code Procedures/Handling of Caging & Animals		

\_\_\_\_\_  
**Signature of Personnel Completing Orientation / Date**

\_\_\_\_\_  
**Signature of Attending Veterinarian or Assistant Director / Date**