

 <p>Institutional Animal Care and Use Committee Guiding Principles and Procedures</p>	<p>Effective: 3/21/2013</p> <p>Revised:</p>
<p>Title: Occupational Health and Safety in the Care and Use of Animals</p>	<p>Page 1 of 3</p>

Guiding Principle

It is the policy of the North Dakota State University (NDSU) Institutional Animal Care and Use Committee (IACUC) to minimize the risk of injury to personnel who have contact with animals, to promote health, and to protect university property.

Personnel with animal contact are required to enroll in the Occupational Health and Safety (OHS) Program and obtain medical clearance before beginning work with animals at NDSU. Enrollment requires personnel to be reevaluated if there has been a change in their health status or if there has been a change in their work assignment.

The program participation requirements are based on the type of animals personnel are or will be exposed to and/or the degree of exposure. A Hazard and Risk Assessment form is used to determine the degree of risk. Enrollment in the OHS Program and maintenance of medical clearance is a condition of continued work with animals.

NDSU has ethical and legal requirements to inform individuals of health risks that could affect them and appropriate precautions to be taken. Risks are mitigated through institutional policies, engineering controls, work practices, and personal protective equipment. It is the responsibility of principal investigators (PI) to ensure that animal care staff are informed of and participate in the OHS Program.

Requirements

The use of animals for research, teaching, and testing at NDSU is regulated by and conducted in accordance with the Animal Welfare Act (AWA) of 1966 as amended, the United States Department of Agriculture (USDA) AWA regulations, and the U.S. Public Health Service Policy on the Humane Care and Use of Laboratory Animals (PHS Policy).

The PHS Policy requires NDSU to follow the National Research Council Guide for the Care and Use of Laboratory Animals, (Guide 2011). The Guide indicates that an occupational health and safety program, based on “risk assessment” must be part of the overall animal

care and use program. Failure to adhere to the requirements in the Guide could result in the loss of federal funding at NDSU.

The NDSU OHS Program in the care and use of animals was established in 1997, and focuses on maintaining a safe and healthy workplace. The program is consistent with federal, state and local regulations as well as the National Research Council (NRC) publication, "Occupational Health and Safety in the Care and Use of Research Animals" (1997), which contains guidelines and references for establishing and maintaining an effective, comprehensive program.

Procedure

1.0 NDSU Enrollment and Authorization:

- 1.1** Hazard and Risk Assessment (HRA) form is completed by the PI in cooperation with a veterinarian.
- 1.2** A copy of the HRA form is provided to the individual and the Safety Office.
- 1.3** The individual schedules an appointment with the Safety Office. During the appointment the OHS Program will be explained and the individual will be required to complete the Health Assessment (HA) form.
- 1.4** The Safety Office mails the HRA and HA forms to the medical provider.
- 1.5** The medical provider reviews the forms and one of the following determinations will be made:
 - 1.5.1** No existing health condition has been identified that could alter the employee's exposure-risk profile. **OR**
 - 1.5.2** A health condition exists that affects the employee's exposure-risk profile, but the risk can be minimized (and will provide example precautions or preventive measures-e.g. vaccinations; wearing gloves, masks, etc.; avoiding contact with certain species-that would minimize or eliminate the hazards or risks). **OR**
 - 1.5.3** A health condition exists that affects the employee's exposure-risk profile that cannot be eliminated or minimized.
- 1.6** When there is a change in health status or contact with a species not identified in the HRA form, the individual must contact their supervisor or the NDSU Safety Office to update their information.

2.0 OHS Enrollment

- 2.1** Any refusal to enroll in this program may be further evaluated by the IACUC in conjunction with the Institutional Official (IO) for further action, up to and including termination of animal use privileges.

3.0 Reporting Procedures for Health Related Incidents:

- 3.1** In the event of a serious or life threatening emergency, dial 911.

3.2 In the event of a minor health-related event, work place incident, injury, illness or near miss contact the individual must contact their immediate supervisor or next person in charge at the time of the event. The NDSU Safety Office must also be notified (701-231-9587).