Updates from the Animal Research Committee (ARC)

Kathy Wadsworth
Animal Subjects Research
Update #1:

- Elimination of Requirement for ARC Review of Program Projects and Training Grants

- Effective May 6, 2009, the requirement for administrative ARC review of program projects and training grants has been removed
Update #2:

- No need to submit an amendment to remove personnel from your protocol

- Send an email to our office at arc@oprs.ucla.edu. Indicate the personnel to be removed – ARC staff will remove them for you
Update #3:

- Prompt processing of ARRA or other new funding sources
- Call or email ARC staff *immediately* to notify of short deadlines!
- Remember to submit your grant via email to ARC, or drop off
Update #4:

- ARC staff available to provide training in RATS (Research Application Tracking System)

- Sample RATS protocol available upon request
Update #5 (… well, more of a reminder)

- Summer students are coming!
- **MUST** complete all required certifications, trainings & MHQ prior to working with animals
- *New Lab Staff checklist* available on our website
ARC Certification Program

- ARC Training/Certification Program
- CITI Online Training
- Other Campus Training Programs
  - Division of Laboratory Animal Medicine (DLA)
  - Office of Environment, Health and Safety (EH&S)
- Frequently Asked Questions
- Resources
- New Lab Member Checklist

New Lab Member Checklist

Please complete the following. You MUST be signed off by your supervisor before you may touch an animal. Be aware, you will need a Biork ID number to enroll in some of these classes.

DLA Training: [http://sasd.ucla.edu/individual/online_uhs_training.html](http://sasd.ucla.edu/individual/online_uhs_training.html)
- Mouse Users Wet Lab (for work with mice)
- Rat Users Wet Lab (for work with rats)
- Species Specific Users Wet Lab (for work with other species)
- General Barrier Training (for work in the barrier facilities)
- Anaerobic Surgical Techniques (for surgical procedures)

ARC Certification: [http://sasd.ucla.edu/individual/online_uhs_training.html](http://sasd.ucla.edu/individual/online_uhs_training.html)
- General Certification (CITI Program Training)
- UCLA Health surveillance program (not a class)
- Fill out a Medical History Questionnaire (MHQ) online: [https://uhc.ucla.edu/](https://uhc.ucla.edu/)

Review of the animal use protocol:
- All research personnel should read each animal use protocol to which they will be assigned and thoroughly understand all procedures in which they will be involved.
- After you have signed all four of the required items, please take this checklist to your supervisor and ask her to sign the checklist. Your supervisor will sign the checklist once the ARC approves you to work with animals.

In addition to the above, you may be required to take the following from the Office of Environmental Health and Safety:
- Online Safety Training: [http://sasd.ucla.edu/online_uhs_training.html](http://sasd.ucla.edu/online_uhs_training.html)
- Biological Safety Cabinet, Biosafety Level 2, and Medical Waste Management (required for use of any biological materials)
- Bloodborne Pathogen Standard Training (if handling human materials, such as human cell lines)
- Hazardous Chemical Waste (for handling hazardous chemicals)

Other topics may be necessary depending upon your work within the lab (for example, Radiation Safety, Barrier Training, etc.). Please make sure you have completed all necessary training before beginning work.
Last but not least …

- Please emphasize to your summer students the importance of proper conduct and respect for lab animals
- Suggest do **not** allow camera phones in labs
ARC: Who Are You Gonna Call?

- Associate Director Kathy Wadsworth
- Assistant Director Andy Perkins
- ARC Administrator Jennifer Perkins
- ARC Compliance Coordinator Rosa Harmon
- ARC Coordinator Karen Womack
- ARC Specialist Annie Ryan

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