

**The University of Kansas (KU)**  
**Animal Care Unit (ACU)**  
**Policy on Animal Procurement**

Federal animal welfare requirements and accrediting agency guidelines require appropriate recordkeeping and veterinary oversight of all animals used in research and teaching. Compliance with these requirements includes appropriate oversight of all research animal procurement. This involves verification of IACUC approval for the species and number of animals requested, and approval from the University Attending Veterinarian for housing location, source, and health status. To achieve this required oversight, the following policy is effective immediately.

**All acquisition, procurement, or movement of vertebrate animals used for teaching, research, or exhibition at the University of Kansas, regardless of housing location, must be specifically approved in advance by the IACUC via an approved Animal Use Statement and the University Attending Veterinarian or his designee.**

To facilitate the approval process and to maintain appropriate records, the online Animal Order Request Form must be completed and submitted. ACU personnel will verify the species, strain, and number of animals against the approved IACUC protocol before procurement is initiated. Current approved ACU vendors include: Charles River Laboratories, Harlan Laboratories, Jackson Laboratories, and Taconic. For requests to procure or otherwise acquire animals from other sources (animals legally trapped, received from a collaborator, or non-approved ACU vendors), an Animal Order Request Form must be submitted in advance and approved by the ACU before animals are procured. An ACU veterinarian will verify IACUC approval and review the health status, source, and requested housing location and conditions for appropriateness. To minimize the possibility of introducing disease into KU animal facilities and colonies, all arrangements for acquiring and housing live vertebrates must be approved by the ACU. The ACU will not approve requests for animals that do not fully comply with all pertinent state and federal regulations or animals whose source or health status is questionable or poses risks to the institution or other animals.

The ACU uses three major criteria to evaluate vendors and ensure the procurement of healthy animals:

- 1) The ability of the vendor to supply healthy animals. The ACU requires the use of pathogen free rodents for research purposes. Rodents from unapproved sources must be specifically approved in advance by the ACU and housed under quarantine conditions. The ACU will request health monitoring reports and evaluate each shipment prior to approval. Rodents suspected of harboring certain pathogens must undergo rederivation or appropriate quarantine and testing procedures. Non rodents may be evaluated for health status as appropriate for the species, purpose, and housing conditions or location as determined by an ACU veterinarian.

- 2) The ability of the vendor to transport animals by means of an acceptable carrier or vehicle. ACU personnel will evaluate all arriving animals and will reject any rodent shipping container that has been compromised. Rodent vendors will be required to replace animals that arrived in damaged containers, do not meet purchase order specifications, or are sick or injured.
- 3) Vendors must become familiar with, and satisfy ACU requirements and work to meet the needs of KU investigators. Vendors must be willing to meet delivery schedules. They also must be willing to notify the University Attending Veterinarian whenever suspected and/or confirmed diseases are identified in supplied animals or within their facilities.

### **Animal Shipment**

The shipment of animals is regulated by both state and federal laws. No research or teaching animals may be brought to or leave KU facilities without the prior approval of the University Attending Veterinarian or his designee. Compliance with these regulations/guidelines generally requires that an ACU veterinarian examine and certify the health of the animals prior to shipment or immediately after arrival.

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