

University of Maryland – IACUC Inspection check list

IACUC Reviewers _____ Escort _____ Signature _____

PI _____ Building _____ Room(s) _____ Date _____

Signage

- Allergy warning
- Safety Concerns (English/Spanish as needed)
- When Injury Happens
- Abuse and Neglect letter
- Emergency Veterinary Contact

Personnel Training and Documentation

- PI-Animal Users
- Occupational health program enrollment
- Lab Specific-training
- Other training (A/BSL2/3, Radiation, etc)
- Workers have knowledge of rules/regulations
- Workers have knowledge of/access to protocol and SOPs

Safety, Cleaning, and Sanitation

- General cleanliness of lab/lab surfaces
- Certification of BSCs, hoods, vaporizers within date
- Appropriate anesthetic gas scavenging
- Gas cylinders properly secured
- Eye wash station flushed, documented weekly and accessible
- Pest control visits performed and documented
- Refrigerators/microwaves marked for no human food
- No food or drink present in lab areas
- Sharps disposed of properly/not overfilled
- Extension cords not used as permanent fixtures (unless otherwise cleared by ESSR)
- Behavior apparatus clean and sanitizable
- Sanitation supplies (bleach, wipes, etc.,) within date
- Other reagents labeled w/date opened/mixed and within date

Storage and Disposal

- Carcasses/hazardous wastes properly contained, labeled & disposed of
- Items requiring refrigeration are stored at appropriate temperatures (e.g., carcasses $\leq 7^{\circ}\text{C}$; special diets $\leq 4^{\circ}\text{C}$; medications as per manufacturers spec)
- Feed is rotated first in/first out
- Feed and bedding not stored against wall or on floor
- Feed stored in closed containers, labeled w/exp date
- Bin sanitation dates noted on bins
- Drugs and other medical supplies are within date
- Controlled substances within date and properly stored and documented

Animal Care & Documentation

- Sanitation complete on schedule and documented
- Temperature and RH checked and documented
- Status of food, water, and animal health checked & documented at least daily; reports submitted to AV
- Appropriate enrichment provided
- Cage cards clear & complete (including):
PI, protocol number, pertinent dates (e.g., birth, arrival, surgery), animal source, species/strain & animal identification number (as applicable)
- Single housing rationale and resolution documented
- Animal health records available and complete
- Surgery/anesthesia/monitoring records available and complete
- Humane endpoint docs available and complete

Room Maintenance in Animal Facilities

- Animal areas are appropriately secured
- Animal room surfaces are all non-porous, sanitizable, and devoid of cracks and holes
- Light intensity appropriate for species and animal care/observation
- Light fixtures have covers
- Light timers checked regularly
- Outlets have covers to allow sanitation
- Aquaculture room outlets covered and grounded

Cagewash

- Convenient to animal areas/waste disposal
- Ease of access (including door size) facilitates use
- Sufficient space for staging and maneuvering appropriate clean cage storage
- Safety precautions in place and in use (e.g., waste disposal, SOPs, warning signs, ear protection)
- Safety features are in use (auto shutoffs, egress)
- Traffic flow clean to dirty with no cross contamination (with appropriate air pressure differential)
- Utilities are appropriate for operation
- Ventilation meets heat and humidity load
- Functioning safety devices to prevent entrapment in washer/sterilizers
- Cage wash temperatures are monitored and records are available

Surgical Suite/Surgical Space

- Anesthesia/perioperative care records appropriate
- Effective contamination control procedures
- Effective cleaning procedures/dedicated equipment
- Surgical surfaces smooth and impervious to moisture
- HVAC system meets Guide requirements (air pressure in operating room is positive relative to adjacent areas)
- Lighting outlets and other fixtures safe and appropriate
- Facility for washing, sterilizing, storing instruments and supplies
- Storage of autoclaved materials maintains sterility
- Postoperative Recovery: allows adequate observation, easily cleaned, supports physiologic functions, minimizes risk of animal injury
- Appropriate anesthetic gas scavenging

Autoclave

- Autoclave monitoring procedures are implemented and records complete
- Safety mechanisms in place, including appropriate signage and training