

HACKENSACK UNIVERSITY MEDICAL CENTER
Research Department Policy Manual

**Name: Protocol Submission for Expedited Review Policy # IACUC 102
to the Institutional Animal Care and Use
Committee (IACUC)**

Effective Date: August, 2009

Page 1 of 2

GENERAL

Purpose: To ensure quick consideration on an emergent basis for Protocols, whether renewal/addenda/or submission.

Administration

The IACUC is responsible for the review and revision of this policy.

Policy: Every Principal Investigator (PI) working with live animals, if requesting rapid review, must complete the following:

PROCEDURE

Step one: A written letter must be submitted along with the protocol to the IACUC Chairperson explaining the rationale for the rapid review. Supportive documentation should accompany the letter.

Step two: The letter and protocol renewal/addenda/or submission will be sent to the entire committee. The committee members will have three (3) business days to respond from time of receipt to request a full committee review. Any member of the committee can deny the expedited review and call for a full review.

Step three: If there are no objections by the committee for an expedited review, the protocol will be reviewed by the clinical veterinarian and another member(s) of the IACUC to verify that the protocol has included all parts and will satisfy the IACUC policies and procedures. Any changes or additional documentation needed to proceed with the review will need to be met in order to continue the review process.

Step four: Once changes are made, the subcommittee will approve the protocol. The Chairperson of the IACUC will send a letter to the PI, with a copy to the Institutional Official (IO).

Acceptable conditions for an expedited review:

1. Grant Deadline / Grant Award

2. Animals in House / time lapse (rare cases)
3. Amendments to protocol / experimental procedures that need to be made for the health and well-being of the research animals.

Subcommittee: Chairperson, Clinical Veterinarian and another member(s) chosen by the Chairperson will make up the subcommittee. The approval will be in the hands of the subcommittee who will report the status of the protocol at the next scheduled meeting.

REFERENCES:

Public Health Service Policy on Humane Care and Use of Laboratory Animals:
National Institutes of Health, Office of Laboratory Animal Welfare. Public Health Service: *Policy on Humane Care and Use of Laboratory Animals (8/7/02)*. Section IV: Implementation by Institutions. Retrieved from <http://grants.nih.gov/grants/olaw/references/phspol.htm#AnimalWelfareAssurance>

Committee for the Update of the Guide for the Care and Use of Laboratory Animals, Institute for Laboratory Animal Research, Division on Earth and Life Studies, National Research Council of the National Academies. (c2011). Animal Care and Use Program. In *Guide for the Care and Use of Laboratory Animals*, 8th ed. (Chapter 2). Retrieved from: <http://grants.nih.gov/grants/olaw/Guide-for-the-care-and-use-of-Laboratory-animals.pdf>

Code of Federal Regulations, Title 9 (Animals and Animal Products), Subchapter A - Animal Welfare, Part 2 - Regulations, (3/22/13). Retrieved from http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title09/9cfr2_main_02.tpl