

HACKENSACK UNIVERSITY MEDICAL CENTER
Research Department Policy Manual

**Name: Reporting Animal Welfare Concerns
(Whistleblower Policy)**

Policy # IACUC 112

Effective Date: January 2013

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GENERAL

Purpose: To outline the procedure for reporting animal welfare concerns observed

Administration: The Chairman the Department of Research is responsible for the review and revisions of this policy.

Policy: To investigate any/all reported complaints concerning the mistreatment of animals under HackensackUMC's purview

PROCEDURE

HUMC will immediately investigate any allegations of suspected misuse of animals or deficiencies regarding the care and use of research or teaching animals.

An individual reporting a suspected deficiency need not identify him/herself to make a report. If an individual chooses to identify him/herself, the individual's identity will be kept in strictest confidence.

There are several ways to make a report or discuss a concern or perceived problem concerning the welfare of the animals

1. Contact the toll free Hotline Number 1-888-411-0012. This number is available 24 hours a day, 7 days a week and completely anonymous
2. Contact the Chairperson of the Institutional Animal Care and Use Committee (IACUC) at 1-551-996-8032 or IACUC/ Department of Biological Resources (DBR) office at 551-996-8067.
3. The Clinical Veterinarian may also be contacted at 551-996-8027. The reported deficiency or problem situation will be promptly reported to the Chairperson of the IACUC.
4. The Chairmen of Research can also be contact at 1-551-996-8664

It is necessary that inquiries have specific and detailed

information in order to demonstrate the need for a review by the IACUC. Required information includes dates, times, individuals involved, animal species/names, witnesses, and a complete description of the event/incident/complaint.

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