

UBC ANIMAL CARE COMMITTEE POLICY 009

Policy on Alternative Housing or Holding of Experimental Animals

Date Approved: May 2008

Date Revised: March 2018

PURPOSE

The purpose of this policy is to set out the requirements for keeping animals outside of animal facilities for **more than 12 hours**. Alternative housing or holding sites are defined as any area outside a bona fide UBC animal facility, which includes those facilities overseen by the UBC Animal Care Committee (ACC) both on and off UBC main campus. This policy does not apply to researchers moving animals outside of facilities for less than the 12-hour period, however, investigators are reminded that all animal use spaces (laboratories, imaging suites, other special locations, etc.) must be identified on an approved animal care protocol regardless of the time the animals are held there. Alternative housing may be temporary (e.g. Mice are moved to an imaging suite and remain there for 3 days for imaging) or permanent (e.g. Non-rodent species are kept within laboratory spaces for a period of longer than one month).

Temporary Alternative Housing is limited to animals that are moved to a designated location for a prescribed period of time and are only held there for short periods (less than one month) during the approved yearly period. Alternative Housing is designated as Permanent when animals are kept outside of a UBC facility for a continuous period of more than one month.

BACKGROUND

The UBC Animal Care Committee (ACC) is responsible for approving all areas where animals are **housed or used** including alternative housing sites and laboratories. The Canadian Council on Animal Care (CCAC) requires arms length monitoring. This arms length monitoring will be achieved through facility audits, continuing review visits, clinical veterinarian visits and Animal Care Committee visits. Using alternative housing for research, testing and teaching is a privilege and not a right and therefore justification for holding/housing animals outside of accredited facilities must be provided to, and approved by, the ACC prior to holding any animal outside of a UBC animal facility, including those facilities overseen by the UBC Animal Care Committee (ACC) both on and off UBC main campus.

POLICY

Where animals are housed or held in alternative housing for more than 12 hours, either temporarily or permanently (defined above), the alternative housing location must meet standards substantially the same as those defined for housing animals by the Canadian Council on Animal Care.

Prior to the use of alternative housing (defined above), formal application to the UBC ACC must be made by the Principal Investigator and approval granted by the ACC. The ACC will review

such applications on a case-by-case basis, and approval will only be granted when appropriately justified. Approval will be for the period of one year, renewable by submitting a renewal application for ACC approval. This would be accomplished under the annual renewal of the animal care protocol that covers work being done in the alternative housing site.

In cases where alternative housing is approved, the Principal Investigator is responsible for all day-to-day animal care and husbandry in the facility, as well as any post-procedure monitoring. This care must be documented and must occur every day of the year (as per UBC ACC Policies 17 and 22). The PI is also responsible for documenting and reporting all morbidity and mortality to the ACC on a monthly (or more frequent) basis (UBC ACC Policy 4). The PI is responsible for ensuring animals are transported to this location following the Policy on Animal Transport (UBC ACC Policies 2, 3, 7).

The ACC is responsible for auditing the alternative housing area at least one time per year. In addition, the CCAC requires arms length monitoring. This arms length monitoring will be achieved through facility audits, continuing review visits, clinical veterinarian visits and Animal Care Committee visits.

UBC ANIMAL CARE COMMITTEE Guideline for Alternative Housing or Holding of Experimental Animals

Date: September 2015

PROCEDURES

When a Principal Investigator (PI) identifies a requirement for alternative housing (as defined in UBC ACC policy 009) then:

1. The PI must complete the Alternative Animal Holding/Housing Request form and submit it to the UBC ACC as specified in the policy. In completing the form, particular attention should be paid to the justification for the alternative housing and description of the alternative housing space.
2. If the request is for permanent alternative housing, the request should include the plan for husbandry, monitoring, maintaining monitoring records, and the agreement between the Facility Manager of the nearest UBC animal facility and the Principal Investigator regarding cages and cleaning, if applicable.
3. The PI will arrange a time with the UBC ACC to inspect the proposed housing location (this is a condition of approval).
4. If the request is for permanent alternative housing, the Post-Approval Monitoring ("PAM") team will require unrestricted access to ensure they can conduct regular PAM Audits (See Policy 14). It is the PI's responsibility to ensure that access is provided in the form of a key or key card, etc.
5. If temporary animal housing, the PI is to inform the ACC when animals are being housed.
6. The PI will submit annual requests for alternative housing approval ensuring justification for continued alternative housing is provided. This will be included as part of the annual renewal of the PI's animal care protocol which governs the work being done in the alternative housing.

EXPECTATIONS

1. The alternative housing site will be subject to visits and inspections by the PAM team (facility audits, continuing review), the clinical veterinarian and the ACC. These visits are often arranged in advance but may be unannounced. Following approval of the alternative housing site facility audits will be conducted regularly by the PAM team. The PAM team, in consultation with the University Veterinarian, and Chair of the ACC will alter the frequency of audits based on risk assessment. Similar to facility auditing, continuing review will view procedures and meet with research staff at a frequency determined by the PAM Veterinarian. The number of clinical veterinarian visits will be determined by the needs of the PI and through discussions with the associated clinical

veterinarian. The ACC will audit the alternative housing annually, as required by UBC ACC policy 009.

2. Risk analysis will be assessed on the basis of facility audit, continuing review, clinical veterinarian reports, morbidity/mortality reports, the level of invasiveness of procedures, the phylogenicity of the animals, the historical rate of non-compliance, the ACC site visit and any other information that may come to the attention of the ACC.
3. The Clinical Veterinarians will be available to provide service/support to these locations. The PI is responsible for contacting the veterinarians if animal care or other service is required, and must contact the Clinical Veterinarians in the event of unexpected morbidity or mortalities.
4. The PI may be contacted by the ACC administration on occasion, especially when temporary alternative housing is approved, to determine what is occurring in the alternative housing location at the given time.
5. In the event of failure to meet the policies of the ACC, or if animal welfare concerns are noted then additional third party oversight may be required. The ACC may request a meeting with the PI to discuss the issues and to determine how the PI will resolve them or approval to house/hold animals in that location may be revoked.

REFERENCES

- Canadian Council on Animal Care Guidelines on: Laboratory Animal Facilities – characteristics, design and development, 2003.
- Canadian Council on Animal Care Guide to the Care and Use of Experimental Animals. 1993.

- UBC Policy 2 - Transport of Research Animals Between Facilities At UBC
- UBC Policy 3 - Transport from UBC
- UBC Policy 4 - Sick and Moribund Animals
- UBC Policy 7 - Transport Through Common Spaces
- UBC Policy 14 – Continuing Review (Post-Approval Monitoring)
- UBC Policy 17 - Monitoring of Animals Used for Research, Teaching & Testing (2015)
- UBC Policy 22 - Alternate Monitoring by Non-Facility personnel