

ACUP ID number: GP-7		
Approval date:	Mar 2022	GPS
Written by:	Feb 2022	J. Villano
Revision by:		
Distribution		All

GP – 7: **SOP** on Procurement of new and non-traditional animal species

Objective:

This document describes the procedures for the procurement of new and non-traditional animal species used in the animal care and use program at Johns Hopkins University.

Definitions:

- New animal species animal species that Hopkins program does not have a per diem for
- Non-traditional species animal species that are not typically used in biomedical research

Rationale:

For most new and non-traditional species, animals do not come from approved vendors, and JHU does not have specific quarantine facilities. Instead, animals are available from pet stores and other institutions.

Scope:

This guideline applies to procuring non-traditional animal species such as turtles, frogs, snakes, anoles, and zebra finches, especially those only available from commercial non-approved vendors such as pet stores and family-owned small businesses. Most JHU investigators house these animals in satellite facilities, but there may be some circumstances when the animals are housed in RAR-managed vivaria.

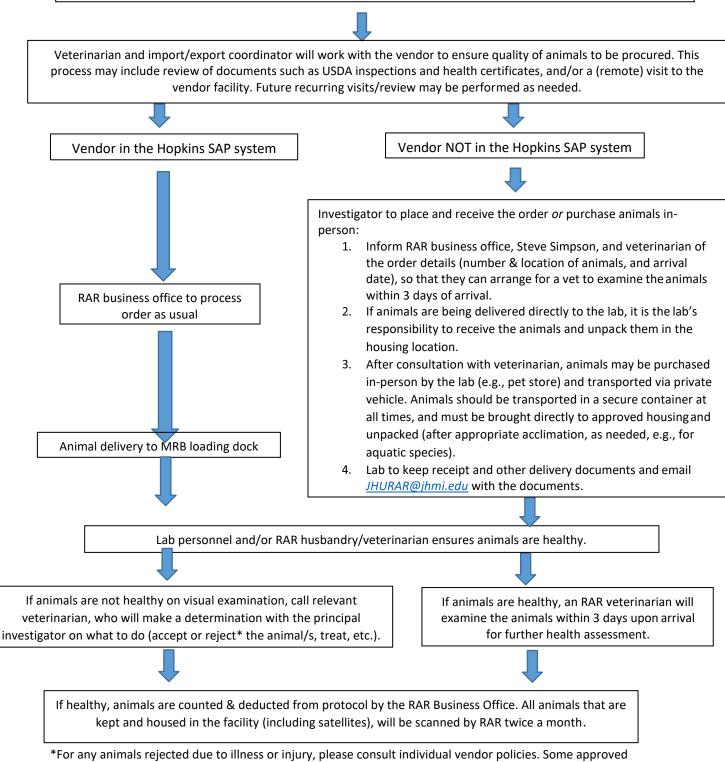
Procedures:

Housing

- 1. For satellite facilities, ACUC Office, RAR Satellite Coordinator, and relevant faculty veterinarian ensure the room has been commissioned to be such.
 - a. Animal Welfare Concerns and Obtaining Veterinary Care sign is to be posted in the animal room. The only exception to this is if the animals are visible from outside the room, then the signage should be placed outside the entrance door.
 - b. Perform and record room and animal health checks daily.
 - c. For more information, refer to the *JHU Guidelines for Research Animal Housing in Satellite Facilities*.
- 2. Primary and secondary enclosures should be appropriate for the species and should be approved by the Attending Veterinarian or his/her designee.
- 3. Create and submit a husbandry SOP to the relevant faculty veterinarians for their review. Include:
 - a. Feeding and (if needed) watering.
 - b. An enrichment program.
 - c. Sanitation process.
 - d. Other items as required for the species (e.g., misting for anoles).
- 4. For housing areas with an established colony of the same or similar species, any new batch of animals should be quarantined at least in a separate enclosure as much as possible. The veterinarian will determine quarantine details in coordination with the husbandry supervisor/principal investigator.
- 5. Animals used acutely, i.e., used the same day animals arrived, may be kept in their transport container. Otherwise, housing, feed, and if needed, water should be provided.

Procurement, Receipt, and Census

Email <u>JHURAR@jhmi.edu</u> with the proposed vendor details. RAR Business Office will forward the email to the relevant faculty veterinarian and to the import/export coordinator.



*For any animals rejected due to illness or injury, please consult individual vendor policies. Some approved vendors may allow animals to be returned, while other may provide replacement animals, or refunds. In the case that animals cannot be returned, the veterinarian will make the decision on whether the animal can be kept & treated, or should be humanely euthanized.

I acknowledge that I have read and understand the JHU Animal Care and Use Program document "**SOP on Procurement of new and non-traditional animal species**" and I will follow this procedure. I agree to bring any deviations in this procedure to the attention of my supervisor/GPS Working Group.

Name (Print)

Date

Signature