

Satellite Room Checklist

Building: _____ Room: _____

PI: _____

Month/Year: _____

Species: _____

Protocol: _____

Semi-annual room sanitization date: _____

Day of the Month	Daily					At Least Weekly		Comments and RAR oversight (issues, service requests, ceiling filter change, hood certification out-of-date, etc.)
	Room Temp*	Room Humidity		Feed / Water/ Health Check	Rodent Trap Check	Room Cleaned	Number of cages changed	
	Max/Min	Max/Min	Initials/Time	Initials/Time	Abnormal Health Observation/ Clinical Calls** (if any)	Initials	Initials	
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								

*Rodents: 72 ± 4°F

*Rabbits: 66 ± 4°F

*Nonhuman primates; farm animals: 75 ± 4°F

****TO CALL VETERINARIANS:**

Office hours: call (410) 955-3273

Outside of office hours: call 443-904-4332

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	Room Temp*		Room Humidity		Feed / Water/ Health Check	Rodent Trap Check	Abnormal Health Observation/ Clinical Calls** (if any)		Room Cleaned	Number of cages changed
	Max/Min	Max/Min	Max/Min	Max/Min	Initials/Time	Initials/Time	Initials		Initials	
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										
26										
27										
28										
29										
30										
31										

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Revised: 6/14/24