

## ALL CAMPUS ANIMAL CARE & USE COMMITTEE POLICY

Policy Number: 2003-015  
Adoption Date: 07/30/03  
Effective Date: 07/30/03  
Expiration Date: ongoing  
Review Date: Annually in January

### Title: **Policy on Collaborative Research Projects, Sub-grants, & Subcontracts Taking Place at Non UW-Madison Facilities**

**Purpose:** For any U.W.-Madison faculty or staff to be involved in teaching or research involving animals, there must be in place an approved protocol prior to such work taking place. This would include the many instances and opportunities where animal based teaching or research takes place at facilities not owned or controlled by U.W.-Madison. In such cases this animal work is being paid for with funds administered through U.W.-Madison and/or the U.W.-Madison investigator(s) will utilize their affiliation with the University in publications and presentations. This policy defines the responsibilities of investigators in these instances as well as outlining the options and obligations of the College/School Animal Care and Use Committees. Because the animal program at another institution is beyond the direct control of U.W.-Madison, it is imperative that animal based teaching or research only be conducted at locations that are well managed and follow all of the applicable regulatory requirements.

### **Policy:**

1. Any U.W.-Madison investigator involved in collaborative animal based teaching or research and/or entering into sub-grants or subcontracts agreements where the animal work takes place at facilities not owned or controlled by U.W.-Madison must have an approved protocol from the institution where the animal work is taking place. Once this approval is granted the investigator must forward a copy of the approval letter from that institution along with a brief description of the animal work to RARC (use question 11 from U.W. protocol form as guide for what to

include in description). Subsequent approved amendments and/or renewals should also be immediately submitted to RARC.

2. While duplicative review is not a requirement by federal regulatory agencies, U.W.-Madison will not relinquish its right to conduct such duplicative review. Such determination for conducting duplicative review shall be made by the individual College/School Animal Care and Use Committee. Each College/School Animal Care and Use Committee shall have in place a routine method for reviewing the approvals and descriptions to determine whether a full review is needed. A written copy of this routine method should be provided to the All Campus committee. Should such review reveal concerns with the research itself, method, and/or the program at the host institution, the protocol may also be reviewed by the entire College/School and/or All Campus Animal Care & Use Committee. Upon review, and if concerns are confirmed, the All Campus Animal Care and Use Committee can, on behalf of the University, withdraw approval for collaborator and/or sub-grants or subcontracts or may place requirements on the Principal Investigator in order to continue the work.

3. If the research involves animals covered under the Animal Welfare Act (USDA), then the non UW-Madison facility must provide evidence that it is registered as a "Research Facility" with the USDA. If there is not such a registration then a UW-Madison review/approval will be required. If the research involves NIH funding, then the non UW-Madison facility must provide evidence they have a currently approved NIH Assurance. Without such Assurance it will be necessary to request approval for coverage of this facility under UW-Madison's Assurance along with protocol review and approval. NOTE: Facilities or institutions not holding current AAALAC accreditation may, in some instances, be problematic for U.W.-Madison approval.

4. For cases where an investigator is conducting animal based research at both U.W. and non U.W. -Madison facilities and the research for both locations is described in the other institution's protocol, the U.W. ACUC may, at its discretion, accept the other institution's protocol for their review.

5. P.I.'s are responsible for reporting any protocol violations or unexpected adverse events occurring at the other institution immediately to the Chair of the Animal Care and Use Committee. In addition a copy of any annual update type report should be provided to RARC.

6. Even though the Madison V.A. Hospital would meet the characteristics noted above for conducting animal based teaching or research at a non-U.W.-Madison

owned or controlled facility, there is a unique situation there in that many investigators hold joint appointments. This shared appointment status may result in those investigators having their protocol(s) receive an additional or joint review by a U.W.-Madison Animal Care and Use Committee. For those V.A. collaborations, Instead of the brief description noted in #1 above, investigators should submit a copy of item C & Q from the V.A. protocol form along with their V.A. approval letter.

7. No animal based teaching or research shall take place at any non-U.W.-Madison owned or controlled facility (V.A. or otherwise) until the U.W.-Madison review has been completed and the investigator notified of acceptance.

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Reference Minutes: 07/30/03