



Inspection Guide

Imaging areas semi-annual ACUC inspections

This guide sheet is intended to provide an outline of items commonly cited by Animal Care and Use Committees (ACUC) during semi-annual inspections of imaging areas: it does not present a comprehensive list of requirements for animal use. Animal users are required to follow all relevant standards, including the Animal Welfare Act Regs, Public Health Service Policy, the Guide, and their ACUC-approved protocol.

Questions, concerns, and requests for assistance in preparing for an inspection are welcome. Please contact Danielle Ewing at RARC: phone (608) 265-4404 or email dsewing@wisc.edu

yes	no	n/a	Record-keeping
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|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | SOPs are current and available to view, also Protocols if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sanitization Log is current and available to view |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Contact information for veterinary staff is posted or accessible |

yes	no	n/a	General lab care / housekeeping
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|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Animal procedure areas are clean with sanitizable surfaces |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sanitizing solutions are appropriate for use; clear labeling indicates mix/fill date |

yes	no	n/a	Drugs and anesthesia (if applicable)
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|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Anesthesia machines have been calibrated within last 12 months |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | F/Air canister weights are regularly recorded; vapor recapture system is functional |

yes	no	n/a	Safety
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|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Human food is kept out of lab areas and lab refrigerators |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Eye wash stations are tested (flushed) weekly and test log is posted |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Signage for any biological, chemical, radiation or other hazards is posted |

Some questions commonly asked by the inspection team (and by USDA, NIH or AAALAC visitors):

- Who is responsible for sanitizing the area between uses?
- How are animals transported to the area from the housing facility?
- How is animal use scheduled?
- Who is the point of contact for this imaging facility/area?