



Division of Research and Innovation IACUC	<b>Animal Husbandry Documentation + Sample Log</b>	IACUC Approved: Feb 2024
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## Animal Care & Husbandry Documentation – Policy & Guide

According to the [Guide](#) (NRC 2011) and the [Ag Guide](#) (2020), the following animal husbandry activities must be performed at a regular and appropriate frequency, as applicable:

- Animal Health Check (daily)
- Food and Water Check (daily)
- Room Temperature Check (including current, and minimum/maximum for previous 24-hour period)
- Room Ventilation Check (including air movement, odor level, and, if applicable, pressure differential)
- Cage Space/Overcrowding Check
- Bedding Change
- Caging Change
- Room Cleaning/Sanitation (including floors, walls, ceilings, fixtures, etc.)

Additional animal care activities may be required, per environmental and housing conditions, species, health status, etc. In general, the same principles and standards are used for aquatic animal husbandry. Animal care and husbandry tasks will include regular water quality and life support system assessments, disinfection and sanitation specific to aquatic environments, food quality maintenance, etc. For animals under range and pasture conditions, observations should be frequent enough to ensure animal health, to recognize the need for emergency action, and to ensure continuity of feed and water supplies. The frequency should be included in the SOPs for herd maintenance and documented.

Current, accurate and accessible documentation of animal care activities (to include self-identification of person completing tasks) is valuable to many people involved with the animal care and use program, including coworkers, veterinary staff, investigators, and program oversight representatives. Some may need critical information from that day, and others may want to look at trends over time.

The Institutional Animal Care and Use Committee (IACUC) requires care and husbandry activities to be maintained on an animal housing room activity log at the animal room level, or as otherwise appropriate for the species and conditions. A sample monthly log sheet is attached to this policy, and may be adapted as necessary to suit the special needs of each facility. Completed log sheets must be retained and accessible upon request for at least one year for most animals.

Animal husbandry supervisors should review animal housing room activity logs on an appropriate schedule to ensure accuracy and compliance with all husbandry and care requirements particular to the species and conditions. Facility inspections and site visits should also request husbandry logs.

Incomplete, inaccurate, or unavailable logs are noncompliant with our standards and requirements, and can result in additional or required actions by the responsible party, IACUC, and/or other oversight entities to address immediate or trending issues.

## Animal Care and Husbandry, Monthly Log Example

Month \_\_\_\_\_ Bldg. \_\_\_\_\_ Room \_\_\_\_\_ Species \_\_\_\_\_ Tech. \_\_\_\_\_ Supv. \_\_\_\_\_ Phone \_\_\_\_\_

FREQ:		DAILY															
Date	Time	Health √	Water √	Feed √	Current Temp. (°F)	High Temp. (°F)	Low Temp. (°F)	Vent. √	Pressure Diff. (+/-)	Cage Space/ Overcrowding √	Bedding Change	Bottle Change	Cage Change	Floor Sweep/Mop	Room Clean/San.	Comments	
1																	
2																	
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Note: The identity of individuals performing animal husbandry activities must be clearly indicated. This indication can be made at the lowest common denominator (e.g., each space, each line, each sheet, etc.)

### Animal Care and Husbandry (Aquatic), Monthly Log Example

Month \_\_\_\_\_ Bldg. \_\_\_\_\_ Room \_\_\_\_\_ Species \_\_\_\_\_ Tech. \_\_\_\_\_ Supv. \_\_\_\_\_ Phone \_\_\_\_\_

Date =>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Initials (Daily)																															
<b>D A I L Y</b>																															
Animal health check																															
WATER TEMP.																															
Water pH																															
Feed																															
<b>W E E K L Y</b>																															
Sweep / Mop floor																															
Disinfect sinks, counters, doors																															
√ light timer																															
Sanitize nets																															
Remove trash																															
Restock paper towels, disinfectant, PPE																															
Water Testing																															
<b>2 X / W E E K , 3 X / W E E K</b>																															
<b>B I - W E E K L Y , M O N T H L Y , 6 - M O N T H L Y , 1 2 - M O N T H L Y e t c .</b>																															
<b>CHANGE WATER FILTER</b> <small>(every 2 months)</small>				<b>CHANGE UV LIGHTS</b> <small>(every 12 months)</small>				<b>CLEAN ALGAE OFF TANKS</b> <small>(as needed)</small>																							
<b>Date</b>	<b>Initials</b>			<b>Date</b>	<b>Initials</b>			<b>Date</b>	<b>Initials</b>							<b>Date</b>	<b>Initials</b>														