

UNIVERSITY OF COLORADO DENVER (UC DENVER)

Subject: Vivarium Visitors

Source: Institutional Animal Care and Use Committee (IACUC) and Office of Laboratory Animal Resources (OLAR)
Effective Date: 10/01/2021
Replaces: 7/11/2016
Applies to: All individuals without badge access to a Vivarium on the University of Colorado Denver campuses.



Introduction

The Institutional Animal Care and Use Committee (IACUC) maintains oversight review for federally mandated rules and regulations with regard to animal research, ethics, misconduct and biomedical research for the University of Colorado Denver | Anschutz Medical Campus (CU Denver | Anschutz). Office of Laboratory Animal Resources (OLAR) is responsible for the health and well-being of the animals used in research at all CU Denver | Anschutz vivarium and Satellite Facilities. Individual Investigators that maintain IACUC approved satellite facilities are responsible for maintaining their facilities to the standard set by the IACUC.

Policy Statement

To ensure that the research enterprise at CU Denver | Anschutz is protected and the exposure of animals to adventitious pathogens is minimized, visitors are informed of the risks involved when entering an animal facility and must follow all applicable IACUC and OLAR policies. Visitors to animal facilities are prohibited unless prior written approval is given by the Director of the Facility being entered or their designee. In the case of OLAR run facilities, the Director of OLAR, or their designee will provide approval. In the case of a satellite facility, the Director of the Satellite facility will be the approver. Approvals will be given for educational purposes and collaborations. The visitor must be escorted at all times by an individual with badge access (as defined in this policy) to the vivarium or satellite facility they are entering.

Procedures

- All individuals that do not have access to the vivarium/satellite that they are trying to enter are considered visitors to the facility, including CU Denver | Anschutz employees that may have access to other vivarium spaces.
- All visitors must be approved in writing and include:
 - The name of the visitor
 - The reason for the visit
 - The vivarium that will be visited
 - Date(s) of the visit
 - Requests for visitors should be made to the Facility Director, or their designee, at least 2 business days in advance.
- Visitor approval is for short-time periods and should not be used in order to by-pass access requirements. Generally, visitor approvals will not be given for time periods greater than 10 business days per year, unless the individuals is actively pursuing badge access.
- All Visitors must be escorted at all times by a CU Denver | Anschutz employee with access to the vivarium/satellite that they are entering. The CU Denver | Anschutz employee will be deemed by CU Denver | Anschutz to be responsible for the visitor's actions.

- Visitors must sign the Visitor Release Sign-In Form located in the administration office or entrance to the satellite facility each day prior to entering the vivarium/satellite. Visitors to OLAR run facilities will receive a visitor badge each day they will be entering.
 - Visitors must wear the visitor badge the entire time that they are in the vivarium/satellite and return it prior to leaving each day.
- All visitors must understand that there are inherent risks to entering an animal facility including animal bites, scratches, chemicals, allergic responses, and risk of injury from equipment.
- All visitors must understand that the possibility exists of exposure to pathogens which are infectious to humans (zoonoses exposure). It is recommended that visitors are healthy prior to entry, including no signs of respiratory infections.
- Visitors should be enrolled in an occupational health program at their originating institution or have an active relationship with a physician.
 - Visitors to the Perinatal Research Facility (PRF) are required to wear respirator that has been fit tested within the last year or wear a PAPR that they have been trained on, while in the restricted areas of the facility.
 - More than one entry per year to the PRF may require a Q fever titer. Occupational Health should be consulted in advance for visitors to PRF for direction.
- Visitors are not permitted to handle animals unless:
 - They have been approved by the IACUC Office to work with all pertinent CU Denver | Anschutz IACUC-approved protocols
 - They have read and understood those protocols
 - They have appropriate training or supervision to perform the procedures indicated.
 - They have an approved, current Personal Qualifications Description on file in the IACUC
 - They have been cleared by Occupational Health for all procedures that they will perform on these protocols, unless they are a student participating in a teaching protocol.
- Visitors are not permitted to photograph, video or audio tape in the vivarium without prior written approval of the Director of OLAR, or their designee. In the case of satellite facilities, the Director of the Satellite Facility will grant the approval.
- Minors
 - Minors between the ages of 14 - 18 are only permitted to enter if they have been approved via the same mechanism as stated for all other visitors.
 - Minors under the age of 14 are only permitted if they are participating in a formal, CU Denver sponsored educational program, and no individual educational tours will be permitted.
 - Minors under the age of 18 are prohibited from entering the PRF facility at any time.

Per regulatory requirements, failure to comply with this policy may result in notification of your funding agency (e.g. NIH) and regulatory agencies (e.g. USDA) that your research has violated federal and/or local policies regarding the humane use of animals. This notification may affect continuous funding of your animal-related research. Further, depending on the violation, you may be required to take additional training and/or your privilege to conduct animal research at CU Denver | Anschutz might be temporarily suspended or even completely revoked.