

Animal Management: Separate a Cage

1. Introduction

Per UC LAMS SOP #109, Principal Investigators (PI) or designee(s) are responsible for preventing and correcting overcrowded cages. This is managed by separating a cage into two or more cages with smaller populations. Animals may also need to be separated for health/behavioral issues, or to set up a breeding pair/harem. Regardless of reason, the cage separation process is tracked in the Research Administration Portal (RAP) Animal Operations (AOPS) area. This document will guide you through this process.

Note: Rodents are considered socially housed animals per UC LAMS SOP #007. If a rodent is housed individually (not socially), additional enrichment **must** be provided at time of separation.

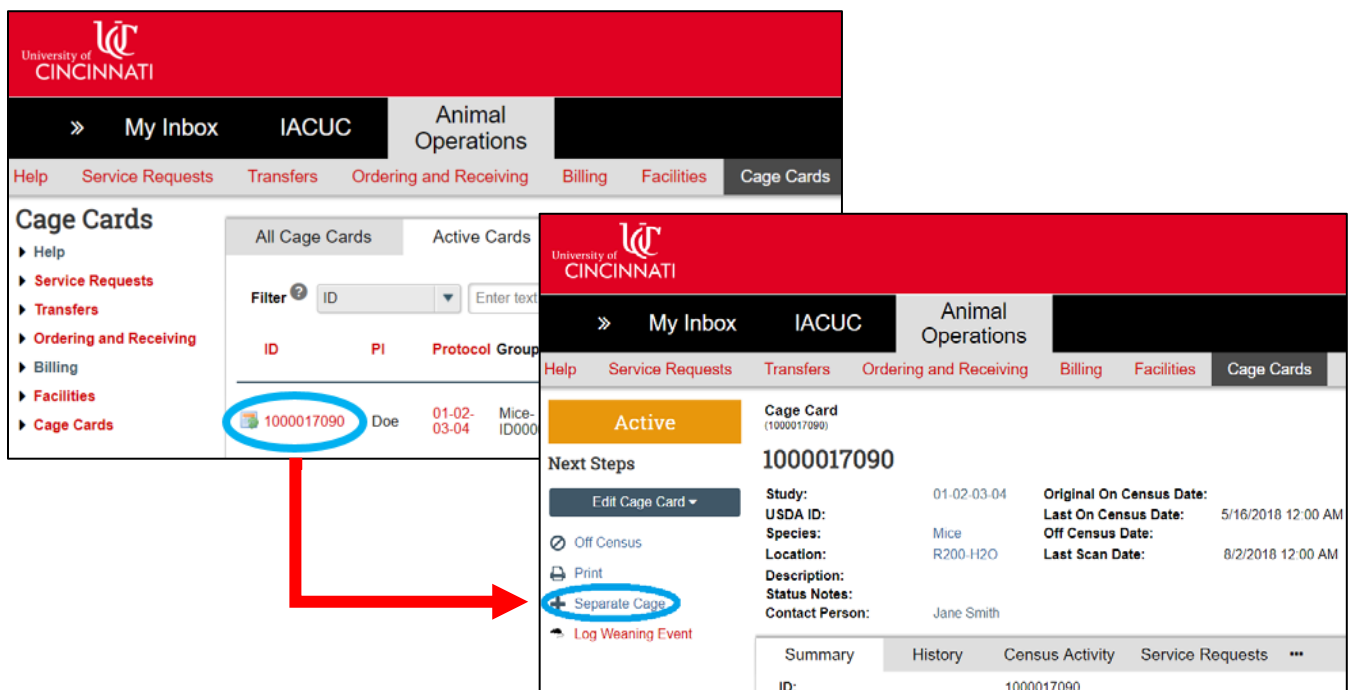
2. Required Information

1. Barcode number of the **original cage** from which animals were separated
2. Barcode number of the **destination cages**
3. Date of separation

3. Recording Cage Separation

1. Login to the Research Administration Portal (RAP) [website: https://rap.uc.edu/AOPS/](https://rap.uc.edu/AOPS/)
2. Select the **Animal Operations** tab, then select the **Cage Cards** sub-tab.
3. Select the **Active Cards** tab to display your active cage cards.
4. Select the original cage by barcode in the ID column. The screen now displays the original card information. On the left side of the screen, select **Separate Cage** to launch a popup form.

Note: Use the Filter to search for the original cage barcode (press the **Go** button to display results).



The screenshot displays the RAP Animal Operations interface. The top navigation bar includes 'My Inbox', 'IACUC', and 'Animal Operations'. The 'Cage Cards' sub-tab is active. The left sidebar shows a list of cage cards with the ID '1000017090' circled in blue. A red arrow points from this ID to the 'Separate Cage' button in the 'Next Steps' section of the right pane. The right pane shows the details for the selected cage card, including 'Study: 01-02-03-04', 'Species: Mice', and 'Location: R200-H20'. The 'Separate Cage' button is also circled in blue.

Separate Cage

Cage Card ID: 1000017090

Card Name:

Protocol: 01-02-03-04

animals before separation:

1. Separation Date:

2. * Number of animals to separate:

3. * Do you need new cage cards for these animals?
 Yes No [Clear](#)

***Select existing cage(s) where you are placing the animals:**

Select One or More Cage Card Projects

Filter by Status Advanced

Total Selected: 1 1-2 of 2

Name	Group	Number of Animals	Available Animals	Status
<input checked="" type="checkbox"/> 1000000819	Mice-ID00000002	0	4	Breeding

4. Mortalities for this cage card (if any):

5. Last Cage Change Date:

6. Apply Charges:
 Yes No [Clear](#)

7. Split Reason:

Card Name: the original cage barcode.

Animals Before Separation: number of *adult* animals in original cage prior to separation.

Separation Date: date separation occurred.

Animals to Separate: number of animals separated from the original cage.

New cage cards? Select **No**. LAMS provides cards in advance. If you accidentally select Yes, contact LAMS immediately to resolve.

Select existing cage: You can manually type in each cage barcode, or click the button to select from a list of available cage cards.

- Filter by Status "**breeding**" for cage card barcodes for **new cages** containing no animals.
- Filter by Status "**active**" for cage card barcodes for **existing cages** already housing animals.

Check all that apply, and press the **OK** button to display selected cage(s).

In this example, **2 mice are separated** into a new cage containing no previous animals. The original cage now houses **2 mice**.

For new cage barcodes the default value for **# Animals** is 4; correct the field to 0. If you selected an existing cage barcode, the default value is the # animals currently in the cage.

Mortalities: leave as 0.

Last Cage Change Date: leave blank.

Apply Charges: If you performed the separation, select **No**. Charges apply if LAMS personnel performs the service due to researcher disregard; no charge for separation due to health issues. **Preventing/correcting overcrowding is a researcher responsibility.**

Split Reason: enter comments indicating why the separation was performed. When finished, press the **OK** button to submit.

4. Common Questions

1. What is the difference between a breeding card, active card, and deactivated card?

A **breeding** card is a not yet activated cage card provided by LAMS in your room's Weaning Packet. Researchers are responsible for activating cage cards in RAP AOPS after separating/weaning animals. An **active** card belongs to an existing cage that has animals housed in it, has an activated barcode, and is being included on the census/per diem records. After terminal/end of study procedures result in an empty cage (no animals), the active card is taken out of circulation and submitted to LAMS for deactivation. A **deactivated** card barcode does not generate new census/per diem records.



New cage housing no animals
(Breeding card)



Existing cage housing animals
(Active card)



Terminal/end of study empty cage
(Deactivated card)

2. How do I order and obtain new cage cards?

To order new cage cards, login to the RAP website and submit a Service Request for **Husbandry Services**. Select the **Other Services** checkbox to generate a textbox: here you will provide the Room Number and Cage Type (e.g. SMI, PIV, PIV-H2O, Conventional). As you continue through the Service Request form, there will also be an area asking for confirmation of the responsible party. Select **Vivarium Staff** and be sure to provide the correct account for per diems in the **Service Account** field.

Once cage cards are ordered, LAMS will generate new breeding cards for use and place them within weaning packets found within LAMS facility housing rooms. **Cage cards generated by LAMS are PI/protocol/account specific, so it is important to always use cards from the correct packet.**