IACUC Semiannual Inspection – Lab Self-Assessment Checklist

This checklist is a self-evaluation tool to help your laboratory plan for an IACUC inspection and to remain inspection-ready year round.

Lab Personnel General Knowledge

- Know where to find the current IACUC approved protocol(s) they are approved to work on.
- Understand [UC Research How 2 website](http://example.com) and/or where to find current IACUC policies/guidance.
- Aware of ACUP training requirements and enrolled in the Occupational Health and Safety Program.
- Aware of who to contact for reporting animal health problems and adverse events.
- Know how to report compliance concerns.

Housing and Procedure Satellite Areas

- Animals are transported in accordance with ACUP Policy.
- Rooms or benches are organized, clean, and free of clutter. ▲
- Controlled substances securely stored in a double-locked location. Logs are current and complete.
- No expired materials in animal use areas and/or expired materials are labelled “expired” or “not for use in animals”. Items without an expiration date are recommended to be labeled as “no expiry”. ▲
- Empty cages returned to designated LAMS vivarium cage drop off areas within 24 hours.
- Procedure: cages of animals not held longer than ≥ 24 hours.
- Housing: daily animal health checks are performed and documented.

Surgery and Anesthesia

- Staff trained in observing post-op animals for ≥ 3 days and surgical documentation requirements. ▲
- Analgesics given as described in the protocol. ▲
- Charcoal waste anesthetic gas (WAG) canisters are secured upright and monitored (weighed/dated) before each use. ▲
- Anesthetic vaporizers are calibrated per recommended manufacturer date (typically annual). ▲
- Aseptic technique being used for survival surgery.
- No more than 5 animals per surgical pack for serial surgeries and a hot bead sterilizer between animals.
- Instruments effectively sterilized. Surgical packs prepared in advance have expiration dates.
- Suture and/or wound clip removal at 10-14 days or as described in the approved protocol.

Health and Safety

- Staff is knowledgeable how to report injury/illness. ▲
- Applicable hazard signs are posted on doors and/or equipment.
- Staff know where the Safety Data Sheets (SDS) and IACUC chemical hazard advisories are located.
- Sharps containers are available and not overfilled. ▲
- Staff is wearing appropriate PPE.
- Gas cylinders are properly secured with belts or chains or in approved cylinder carts.
- Staff knowledgeable of emergency evacuation procedures/plans.
- No food or drink in lab. No food wrappers or containers in lab waste cans.

▲ frequent deficiency