

## IACUC TRAINING CHECKLIST FOR ANIMAL USERS

**Mandatory training for all new animal users** – Check the box once you have completed the step.

If you have any questions on these materials, consult with either your Principal Investigator or the IACUC office.

Prior to beginning the training listed below, email the IACUC office, [iacuc@lifesci.ucsb.edu](mailto:iacuc@lifesci.ucsb.edu) with your name, the name of your Principal Investigator (PI), and the protocol(s) you will be working on. For more information on the required training, refer to the IACUC website at [www.research.ucsb.edu/compliance/animal-subjects](http://www.research.ucsb.edu/compliance/animal-subjects)

### Project Specific Training:

- Read the animal protocol(s). Your PI will provide this.
- Read the [IACUC Guidelines](#) that are checked on the protocol(s)

### Researcher Safety Training:

- With help from your PI, complete the Job Exposure Description and Risk Assessment sections of the [“Occupational Health and Safety” form](#). The Confidential Medical History section should be completed on your own.
- Read through the [“Zoonotic Diseases”](#) materials on the CDC website
- If working in a laboratory setting, complete the EH&S Online Fundamentals of Laboratory Safety Training Course (LS60): <https://learningcenter.ucsb.edu/default.aspx>

### Citiprogram Training:

Log on to the external web-based training program at <http://www.citiprogram.org>.

All animal users are required to complete the following two courses:

- “Working with the IACUC” course for Investigators, staff and students (8 sections total)
- The version(s) of “Working with... in Research Settings” corresponding to the species you will work with

For animal users working in a laboratory research or teaching setting:

- “Reducing Pain and Distress in Laboratory Mice and Rats”, if working with rodents
- “Aseptic Surgery” if performing surgery on animals

For animal users working with wild animals in the field or at a satellite facility:

- “Wildlife Research” if working with wild animals

### Additional training for work with wild animals in the field or at a satellite facility:

- For work with wild rodents or birds, read the [taxon-specific guideline](#) available on the IACUC website

Have your PI confirm below that you have completed the training. Then, contact the IACUC Office via email at [iacuc@lifesci.ucsb.edu](mailto:iacuc@lifesci.ucsb.edu) or at 805-893-5855 to set-up an appointment to drop off the Occupational Health and Safety form and this Researcher Training Checklist in the Life Sciences Building, Room 2109.

1. Bring the Occupational Health and Safety form **sealed in an envelope**.
2. Bring this Training Checklist to your appointment; do not put this Training Checklist in the envelope.

Work on most animal protocols does require additional in-person training and can include:

- A facility orientation of the Animal Resource Center vivaria.
- A Basic Aseptic Surgical Technique Training Seminar with the Attending Veterinarian (AV), followed by a proficiency evaluation with the AV, in order to perform surgical procedures without the assistance or supervision of a trainer or the AV.

Once you have been cleared for working with animals, contact the Animal Resource Center at 805-893-3986 to schedule training.

**By signing below, I (the Principal Investigator) certify that the Checklist was completed according to the instructions above and request to add the named researcher to the protocol(s) listed below. This researcher will not work with live animals on this protocol(s) until I have received notification from the IACUC that they are cleared for participation.**

<b><u>Animal User Name</u></b>		<b><u>Preferred E-mail</u></b>	
<b><u>PI Signature</u></b>		<b><u>Protocol #(s)</u></b>	
<b><u>PI Name</u></b>		<b><u>Date</u></b>	
<input type="checkbox"/> Check here if this researcher has an interest in a company, outside of UCSB, that may be affected by their research			

IACUC Use Only

Date Cleared for Participation:

Date PI & Animal Use Notified: