



## New Animal Protocol Initiation Checklist

- Complete Animal Use Proposal Form (IACUC form)**
  - Supporting documents for Animal Use Proposal**
    - Proposal Abstract
    - Project objectives and literature-based justification (including bibliography) for the inclusion of animals selected and planned protocol.
    - Complete planned animal protocol (See Below)
      - ***Description of procedure***
        - Provide a concise description of the proposed procedures to be used that involve live vertebrate animals. Identify the species, strain, ages, sex, and total number of animals by species to be used.
      - ***Justifications***
        - Provide justification that the species are approved for the proposed research. Explain why the research goals cannot be accomplished using an alternative model (e.g., computational, human, invertebrate, in vitro).
      - ***Minimization of Pain and Distress***
        - Describe the interventions to minimize discomfort, distress, pain, and injury. These include analgesia, anesthesia, sedation, palliative care, and humane endpoints.
      - ***Method of Euthanasia***
        - Provide a justification for methods of euthanasia that are not consistent with the American Veterinary Medical Association (AVMA) Guidelines for the Euthanasia of Animals. If the answer is “No” to the question “Is method consistent with AVMA guidelines?”, please describe the method and provide scientific justification.
    - Curriculum vita for PI/PD and other personnel with significant animal handling roles on the project

- Submit Animal Use Proposal Form along with the supporting documents to IACUC.**
  - Email complete packet to Dr. Richard Browning at [rbrowning@tnstate.edu](mailto:rbrowning@tnstate.edu)

**Complete all mandatory training modules\* (via CITI)**

- Investigators, Staff and Students (Required)
- Research Student Staff (Required)
- Species Specific Training Module (Required)
  - Working with Mice in Research Setting
  - Working with Rats in Research Settings
- Aseptic Surgery
- Post-Procedure Care of Mice and Rats in Research

**Sign up for the animal laboratory orientation (Required)**

**Compete and submit request for access to the animal research facility\***

\* All required training and laboratory orientation must be completed **BEFORE** requesting access to the animal research facility. Use the *TSU Animal Research Facility Access Request Form* <https://forms.office.com/r/GdeAuxdLPk>