



**Florida State University
Animal Care and Use Program**

**Standard Operating Procedure
Hazard Identification and Risk Mitigation for Laboratory Animal Personnel**

1.0 Scope and Application

In accordance with the *Guide for the Care and Use of Laboratory Animals*¹, the institutional Occupational Health and Safety Program should identify potential hazards in the work environment and determine appropriate strategies to minimize risks. Moreover, personnel at risk should be provided with clearly defined procedures and equipment to safely conduct their duties, understand the hazards involved, and be proficient in implementing the required safeguards. To ensure conformance with *Guide* recommendations, effective hazard control and prevention strategies are required.

2.0 Summary of Method

- Each Animal Use Protocol received by the FSU Animal Care and Use Committee (ACUC) will be reviewed by FSU Environmental Health and Safety (EHS) personnel prior to ACUC review. EHS personnel will identify if chemical, biological, radiological, or other potential hazards are associated with the proposed work. If hazards are identified, EHS personnel will perform hazard/risk assessment and determine appropriate hazard/risk mitigation practices.
- As a condition of use, all personnel handling animals must enroll in the Occupational Health Program.
- Protocols with identified hazards, as determined by EHS personnel, will require generation of an Animal Hazard Control Form (AHCF). The AHCF will identify the hazard and outline specific risk mitigation practices for personnel. The AHCF will be completed by EHS personnel and a Laboratory Animal Resources (LAR) veterinarian. The LAR Assistant Director will prominently display the AHCF at the entrance of the secondary enclosure housing animals with hazards.
- Principal Investigators will be responsible for providing hazard specific training, including discussion of potential exposure routes and risk mitigation strategies, to all at risk laboratory personnel prior to work initiation. LAR will provide hazard specific training to laboratory personnel upon request.
- Hazard specific training will be required for all at risk LAR personnel prior to handling hazard exposed animals or their waste. The LAR Assistant Director will be responsible for scheduling the required training. Training will occur cage-side and include a LAR veterinarian, the LAR Assistant Director, and when available, EHS personnel.

- **At least two business days before hazard use, the principal investigator or designee must notify LAR (larcentral@fsu.edu) of planned hazard material introduction. At the time of hazard introduction, the principal investigator or designee will be responsible for labeling each primary enclosure with a safety sticker appropriately identifying the hazard in use (i.e. chemical, biological, or radiological). The safety sticker must be attached to a clear acetate and placed in front of the standard cage card. The standard cage card must be notated with the hazard name as it appears on the AHCF, the date of hazard administration, and the initials of the individual that administered the hazard.**

3.0 Reference

1. Institute for Laboratory Animal Research. 2011. Guide for the care and use of laboratory animals. Washington (DC): National Academies Press.

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Approval Date: July 31, 2019