Institutional Animal Care and Use Committee SOP 123

TITLE: Protocol, Amendment or Annual Reviewer Assignment

PURPOSE: Standardize procedures for protocol, amendment or annual reviewer assignment.

REVIEW/REVISIONS: The IACUC will review and revise this SOP as needed.

DATE OF LAST REVISION: 06/12/2017

In lieu of the IACUC Chair directly assigning primary or designated member reviewers [DMRs], protocol, amendment or annual reviewer assignment may use the following processes.

Protocols and amendments

Once the IACUC comment period for incoming protocols and amendments has expired, the IACUC Office Director, or designee, will assign one, or more, primary reviewer [for FCR] or DMR, using the following criteria.

- Reviewers will be assigned based on expertise, whenever possible; areas of expertise include:
  - Agriculture, including farm animals and aquaculture
  - Cancer biology
  - Cardiac and lung disease, including primary hypotension, stroke and MI disease models
  - Imaging, including experimental CT, gamma ray, MRI procedures
  - Immunology including immunity in aging, autoimmune diseases, asthma and allergy
  - Infectious disease
  - Metabolic disease, including diabetes
  - Neurobiology
  - Pharmacology, including drug testing and pain studies
  - Wildlife studies, including aquatic species, birds, mammals and reptiles

- Reviewer assignment will also consider the following expertise, whenever possible:
  - Animal species, including appropriate species selection, especially for USDA-regulated species
  - Behavioral and/or forced exercise testing
  - Biological, chemical or radiation hazards
  - Food and fluid restriction
  - Outcome measures and scientific and human endpoints
  - Rodent strain selection/model development
  - Study design for drug testing, e.g., MTD and PK, including statistical analysis
  - Surgical procedures, including use of alternate, less invasive or non-surgical procedures, e.g., intracranial injection
  - Use of alternate, less painful procedures than those proposed

- Reviewer selection will also consider current assignments, and will take into account equitable work load distribution

- If a reviewer indicates that they are unable to perform an assigned review due to time constraints, the IACUC Office Director, or designee, will assign another reviewer based on the criteria above

- Reviewer selection will be documented in eSirius
Annual reviews

Review of protocols that involve USDA-regulated species, DoD, VA and/or USDA funding will undergo annual review in the same calendar month as the approval. Any other protocol that has an annual review requirement will also use this process.

- The IACUC Office Director, or designee, will assign one, or more, DMR using the criteria above
- Reviewer selection and completion of the review will be documented using the Continuing Review process in eSirius