

Title: Reporting of Failure to Correct Significant Deficiencies

Effective Date: **August 7, 2008**

Revision # **03**

Standard Operation Procedure Number: **IACUC-RPT-003** Last Committee Review: December 12, 2023

Purpose/Scope

The purpose of this Standard Operating Procedure (SOP) is to outline the IACUC's procedure for reporting significant deficiencies identified during the semi-annual inspection that remain uncorrected past a given deadline.

Background

The USDA regulations state "Any failure to adhere to the plan and schedule that results in a significant deficiency remaining uncorrected shall be reported in writing within 15 business days by the IACUC, through the Institutional Official, to APHIS and any Federal agency funding that activity;" (9 CFR 1.2.31.c.3)

The Public Health Service (PHS) Policy on Humane Care and Use of Laboratory Animals states "The semi-annual program review reports must distinguish significant deficiencies from minor deficiencies. A significant deficiency is one which, consistent with this Policy, and, in the judgment of the IACUC and the Institutional Official, is or may be a threat to the health or safety of the animals. If program or facility deficiencies are noted, the reports must contain a reasonable and specific plan and schedule for correcting each deficiency."

Procedure

1. The IACUC is required to conduct semi-annual inspections of animal facilities. Refer to IACUC-RVW-015, Semi-annual Reviews for procedures. Any deficiencies identified are classified as either minor or significant and are assigned a correction date. Failure to correct a significant deficiency by a given deadline will be brought before a convened meeting of the IACUC.
2. The IACUC will issue a written report of such findings to the Vice President for Research and Economic Development (Institutional Official) within 5 business days.
3. The IACUC will also report in writing to the relevant principal investigator, facility manager, and appropriate supervisors (i.e. department head, dean, etc.) within 5 business days.
4. The Vice President for Research and Economic Development will report all uncorrected significant deficiencies in writing to appropriate agencies (e.g., USDA/APHIS, AAALAC and any Federal agency funding the activity) within 5 business days of notification by the IACUC.

Reviewed:

IACUC Chairperson

Date

Executive Director, Research Administration

Date