



## UNIVERSITY OF WINDSOR ANIMAL CARE COMMITTEE

Standard Operating Procedure: TR03

Revised: March 2016

### Standardized Training in Animal Care and Use

#### Policy

#### **From the CCAC guidelines on: training of personnel working with animals.**

*All personnel working with animals in science must be knowledgeable about the principles of humane experimental science and ethical issues associated with the use of those animals, including the Three Rs tenet (replacement, reduction and refinement).*

*All personnel involved in the care and use of animals for research, teaching and testing must possess:*

- *an understanding of the ethical issues of using animals for scientific purposes in Canada and an understanding of the Three Rs tenet (replacement, reduction and refinement);*
- *knowledge of the principles of experimental animal science relevant to their area of work (laboratory, field, or agriculture); and*
- *knowledge, skills and competency required for any procedure they need to carry out, including handling of the animals*

In keeping with the guidelines the CCAC has put forth, The University of Windsor has created a mandatory training program. Graduate students, post-doctoral students, visiting fellows, tutorial assistants, teachers and undergraduate students are required to complete before working with animals. It is the responsibility of the institution, ACC, principal investigator and veterinarian to ensure that the animal user has completed the online training modules and attended the practical training prior to working with animals at the University of Windsor.

Animal users are also encouraged to take any workshops available in addition to those which are required.

Documentation that the training has been successfully completed must be received prior to performing any procedures on animals. Following the completion of the Laboratory Animal Student Training Course (workshop) a certificate for each participant will be issued.

The course will not be required for those users who provide documentation that training was completed at another University.

Training is not required for those that are not directly involved in procedures involving animals.

The Animal Care Committee may require further individual training where problems of animal use and care occur.

## **Procedure**

The online course is based on the CCAC National Institutional Animal User Training (NIAUT). The University of Windsor's Animal Care training manual and modules can be found on the University of Windsor ACC website. Once the modules are completed, the user will need to complete the online test. An average of minimum 75% is required to pass. Users are also required to complete a minimum of one module that is animal specific.

The Laboratory Animal Student Training Course (workshop) is offered a minimum of three times per year, at the beginning of each term (September, January and May). To register, animal users must contact the Animal Care Coordinator who is in charge of booking the appropriate room and time.

Users must complete the training, facility orientation and be listed on an AUPP before being allowed to work with animals; however, there may be instances when a user is unable to attend the practical course. In these cases, the user must attend the next scheduled course.