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IACUC Requirements for Education and Training

The IACUC updated its policy on education and training requirements for individuals who are involved with the care and use of animals in research, testing and training. Click here for the new policy.

Highlights:

- The IACUC training program incorporates online training courses available through AALAS Learning Library as well as hands-on training where determined necessary for ensuring the welfare of animals.
- The IACUC will continue to require completion of the “Module 1” online course as the core course for introduction to the animal care program at Cornell.
- The Module 1 course has been revamped to include only the Institutional Framework for the animal program at Cornell. All personnel named on protocols are required to complete Module I and at least one of the supplementary online courses, listed below.
- Three new supplementary courses have been developed and will be assigned based on the type of species or goals of the animal use. These modules are:
  - Module 1A- Use of animals in Agricultural settings,
  - Module 1B- Use of animals for Bio Medical purposes, and
  - Module 1C- Wildlife Research
- In addition to these general courses, users who will be working with specific species or performing surgery or other procedures on animals may be assigned other online training courses available at the AALAS Learning Library.
- Animal users working with mice will be required to attend a hands-on training session for mice, offered by CARE. Other hands-on courses may be developed at a later date and required as the IACUC deems appropriate.

Adding personnel to protocols

In an effort to reduce the amount of time that it takes to add personnel to protocols in eSirius, the IACUC office has implemented a modified procedure. This modified procedure will only affect those instances where the PI submits an eSirius amendment listing several people who need to be added at the same time. Typically, in these cases, the amendment cannot be approved until all the personnel listed have completed all the training requirements. Without an approved amendment, the personnel are not considered approved and not allowed to work on a protocol. Effective immediately, personnel can be individually approved on a protocol upon completion of the training required of them. The IACUC staff will send an email to the PI and the individual informing them that the individual has been approved, and will make a note in the protocol documenting that the individual is approved on the protocol. Facility Managers have been informed of this procedure, and have been instructed to accept the email from the IACUC office as notification of approval of the person on the protocol. Upon receipt of the approval email from the IACUC office, personnel should take a copy of the email to the facility manager to gain access to the facility.

Also, PIs can submit more than one amendment at once, as long as the same section of a protocol is not being amended by more than one amendment request at a time. Thus, if PIs wish to both add personnel and get approval of a modified protocol ...
procedure at the same time, it is often best to request these as two separate amendments to be sure that approval of one does not hold up approval of the other.

**Assistance with eSirius and other protocol related activities**

Animal users needing assistance with eSirius in the course of working on their protocols should take advantage of the monthly office hours held by the IACUC office to provide hands-on assistance with eSirius and to answer protocol-related questions. The schedule for the hands-on sessions is available here [http://www.iacuc.cornell.edu/esirius/workshops.htm](http://www.iacuc.cornell.edu/esirius/workshops.htm).

Office hours are held twice each month, once during the second week of the month prior to the IACUC meeting, and once following the IACUC meeting, and include members of the IACUC staff and a CARE Veterinarian. We encourage you to take advantage of these office hours to get hands-on help and guidance with protocols and amendments. Since the attendance at these sessions has been growing steadily, we recommend that you inform the IACUC staff (mnk1@cornell.edu) if you plan to attend, so that they can plan accordingly.

Assistance is also available on the IACUC website, in the form of policies, procedures, FAQs and other useful information [http://www.iacuc.cornell.edu/](http://www.iacuc.cornell.edu/), and by contacting the IACUC staff Rob Felt (rjf243@cornell.edu) or Michael Kazarinoff (mnk1@cornell.edu). For procurement or barcoding related questions, please contact Marian Hansen (mh286@cornell.edu).

If you have any questions or comments regarding these or any other topics relevant to the IACUC, please contact the IACUC office at iacuc@cornell.edu. Also visit the IACUC website [www.iacuc.cornell.edu](http://www.iacuc.cornell.edu) for updates and other information pertinent to conducting research or teaching activities with animals at Cornell University. The IACUC review timeline is available at [http://www.iacuc.cornell.edu/requirements/IACUC%20timeline.pdf](http://www.iacuc.cornell.edu/requirements/IACUC%20timeline.pdf).