

## EXTRAMURAL REQUIREMENTS

Prior to ordering animals from a noncommercial vendor, the Principal Investigator must receive written approval from the Attending Veterinarian. Authorization for shipment is based upon successfully meeting Creighton University's health surveillance criteria and is based on the information outlined below. **It is the Principal Investigator's responsibility to obtain the information listed below and submit it to the Attending Veterinarian for review when the checklist is complete.** Once the shipment has Veterinary approval the ARF will then make the appropriate arrangement for delivery. Investigators need to be aware that Quarantine facilities within the Creighton University ARF are limited and there may be a delay associated with the receipt of these animals.

- Provide a Health Certificate from the shipping Institution's Veterinarian. An example of a Health Certificate and information required is attached. Information provided should include a description of the facility (barrier or conventional) and the animal housing conditions (standard Microisolator or ventilated rack; is caging/feed/water autoclaved). A description of the health surveillance program is required detailing the method of sentinel contact; frequency of testing; testing profiles). In addition a summary of the health status of the facility over the past 12 months should be provided, identifying any animal health concerns/problems during that time period and steps taken to treat or contain the pathogen (if applicable).
- A minimum of the past 12 month period of health surveillance reports (sentinel mice) for the facility, clearly identifying information on the room from which the animals will be coming.
- Mice must be pinworm negative. A peri-anal tape test must be performed on each mouse and results reviewed prior to approval of shipment.
- A serum profile for each specific mouse, or cage of mice to be shipped, may be required based upon review of the institution's health surveillance information. The mice will need to be screened for, at a minimum, SEND, PVM, MHV, TMEV, REO, MPUL, MPV and EDIM. The serology results must be recent, within approximately 30 days of receipt of the animals, so it is best to hold off taking the blood samples until around two weeks before we anticipate shipment. Alternatively arrangements may be made, with Veterinary approval, for cage mates of the mice requested to be sent for serology or the cage mates may be sent as extras with the requested shipment. If sent as extras, serum from the mice will be shipped to RADIL or Charles River Laboratories upon arrival for a serology profile.
- If these animals have been rederived, please include the reason for rederivation and a summary of rederivation procedures.

Investigator access will be limited during the Quarantine period to prevent the potential spread of pathogens within the ARF. Your understanding and cooperation is greatly appreciated as these requirements are enforced in order to assist us in maintaining a biologically clean facility for the benefit of all Creighton University Principal Investigators.

## Extramural Shipping Institution Checklist

A request has been submitted to ship mice from your institution to Creighton University. Please consult the checklist below for a list of the information required as part of the approval to ship.

- Provide a Health Certificate from the shipping Institution's Veterinarian. An example of a Health Certificate and information required is attached. Information provided should include a description of the ARF (barrier or conventional) and the animal housing conditions (standard Microisolator or ventilated rack; is caging/feed/water autoclaved). A description of the health surveillance program is required detailing the method of sentinel contact; frequency of testing; testing profiles performed. In addition a summary of the health status of the facility over the past 12 months should be provided, identifying any animal health concerns/problems during that time period and the steps taken to treat or contain the pathogen (if applicable).
- A minimum of the past 12 month period of Health surveillance reports (sentinel mice) for the facility, including information on the room from which the animals will be coming.
- Mice must be pinworm negative. A peri-anal tape test must be performed on each mouse and results reviewed prior to approval of shipment.
- In addition to requiring health surveillance (sentinel data) for the room and facility, a serum profile for each specific mouse, or cage of mice, to be shipped may be required based upon veterinary review of the institution's health surveillance information. The mice will need to be screened for, at a minimum, SEND, PVM, MHV, TMEV, REO, MPUL, MPV and EDIM. The serology results must be recent, within approximately 30 days of receipt of the animals, so it is best to hold off taking the blood samples until around two weeks before we anticipate shipment. Alternatively arrangements may be made, with Veterinary approval, for cage mates of the mice requested to be sent for serology or the cage mates may be sent as extras with the requested shipment. If sent as extras, serum from the mice will be shipped to RADIL or Charles River Laboratories upon arrival for a serology profile.
- If these animals have been rederived, please include the reason for rederivation and a summary of rederivation procedures.

In addition to the above required health status information, please include information on the immunological status of the strain or line (if known) and/or any animal housing considerations which are above those routinely provided in a conventional facility. Extramural shippers and Principal Investigators need to be aware that quarantine facilities within the Creighton University ARF are limited and, once the shipment has been approved by the Attending Veterinarian, shipment will most likely be placed on a waiting list. The shipper will be given an *estimated date* when a quarantine room will be available and will then be notified when the ARF is ready to receive the shipment.

Questions and/or concerns may be addressed by contacting the Creighton University ARF Manager at [ARF@creighton.edu](mailto:ARF@creighton.edu).

## Requirements for Extramural Shipment SOP for Tissue Harvest

This SOP is an exception to the standard SOP for the receipt of animals from Extramural sources. This applies only to instances where animals will be euthanized and tissue harvested immediately upon arrival, where it is not necessary to maintain the animals in the Animal Resource Facility (ARF). This SOP allows the Principal Investigator to bypass the Quarantine period requirement. All other requirements for Extramural shipments must be otherwise satisfied.

1. Upon arrival the shipping crate will be disinfected with Clidox as per SOP and delivered directly to the PI's Laboratory.
2. The shipping crate will be opened under a Biosafety cabinet. In addition, all animal manipulation will occur under the Biosafety cabinet.
3. All laboratory personnel involved in direct contact with the animals and tissues will be gowned as per ARF SOP.
4. Animals will be euthanized in a manner consistent with that specified under the approved IACUC protocol. Carcasses will be double wrapped in plastic bags and placed in the ARF freezer for disposal.
5. The shipping container will be discarded directly into the dumpster located behind Criss II/Criss III by the PI or the PI's staff.
6. The Biosafety cabinet and all associated laboratory surfaces will be disinfected with a 10% Bleach solution and detergent-based cleaning solution.
7. All laboratory personnel involved in animal handling and tissue retrieval will not be allowed access to the ARF for at least 48 hours.
8. No animals shall be present in the laboratory which might be returned to the ARF.

