

Policies and Procedures

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1. CORRECTIVE ACTION

The ability to work with animals is a responsibility, and the actions of an individual have the potential to affect the ability of all researchers at Creighton University to engage in animal research. While the IACUC is ultimately responsible for Creighton University's animal care program, various individuals are involved in the corrective action process if these SOPs are violated. Corrective action is based on University Policy and is dependent on the individual's status (for example, staff, faculty, or student) and the seriousness of the violation. All individuals working with animals are expected to be familiar with the SOPs of the IACUC and the ARF, as well as the IACUC rules and regulations. Corrective action can include, but is not limited to, the following:

- Additional education and/or training
- Verbal warning
- Written warning
- Suspension of protocol (when animal health or safety is compromised as a result of misconduct by the Principal Investigator/Research Personnel)
- Suspension of access to the ARF
- Termination of association with the University

The ARF Director is ultimately responsible for the conduct of ARF Personnel. Disciplinary action normally is based on Creighton University's progressive disciplinary policy for staff, although more serious action may be taken. Any conduct that results in danger to any animal will be reported to the Attending Veterinarian and the IACUC, which may recommend additional corrective action as necessary and appropriate.

Principal Investigators are responsible for their own conduct and the conduct of animal study personnel. Noncompliance or misconduct of Research Personnel will be reported to the Principal Investigator for appropriate disciplinary action. In addition, the ARF and IACUC may also deem it appropriate, depending on the seriousness of the incident, to take disciplinary action against the individual.

Principal Investigator noncompliance will be handled and reported as set forth throughout these SOPs and may include participation of the Office of Research and Compliance and/or IACUC. Noncompliance or misconduct of any research personnel, including the Principal Investigator, that results in inhumane treatment of any animal will be reported to the Attending Veterinarian and IACUC, which may suspend the Principal Investigator's protocol pursuant to IACUC Policies and Procedures.

Any individual who violates the IACUC or ARF disciplinary actions will be immediately barred

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from entering the ARF. Any disciplinary action taken against an individual by the ARF may be appealed as listed below:

- **The ARF Director** – An individual may submit, in writing, the reason they feel the action taken by the ARF was not appropriate. The decision may then be appealed to the IACUC.
- **IACUC** – Any disagreement with the decision of the IACUC can be appealed, in writing, to the Institutional Official, who is the final arbiter of the matter.