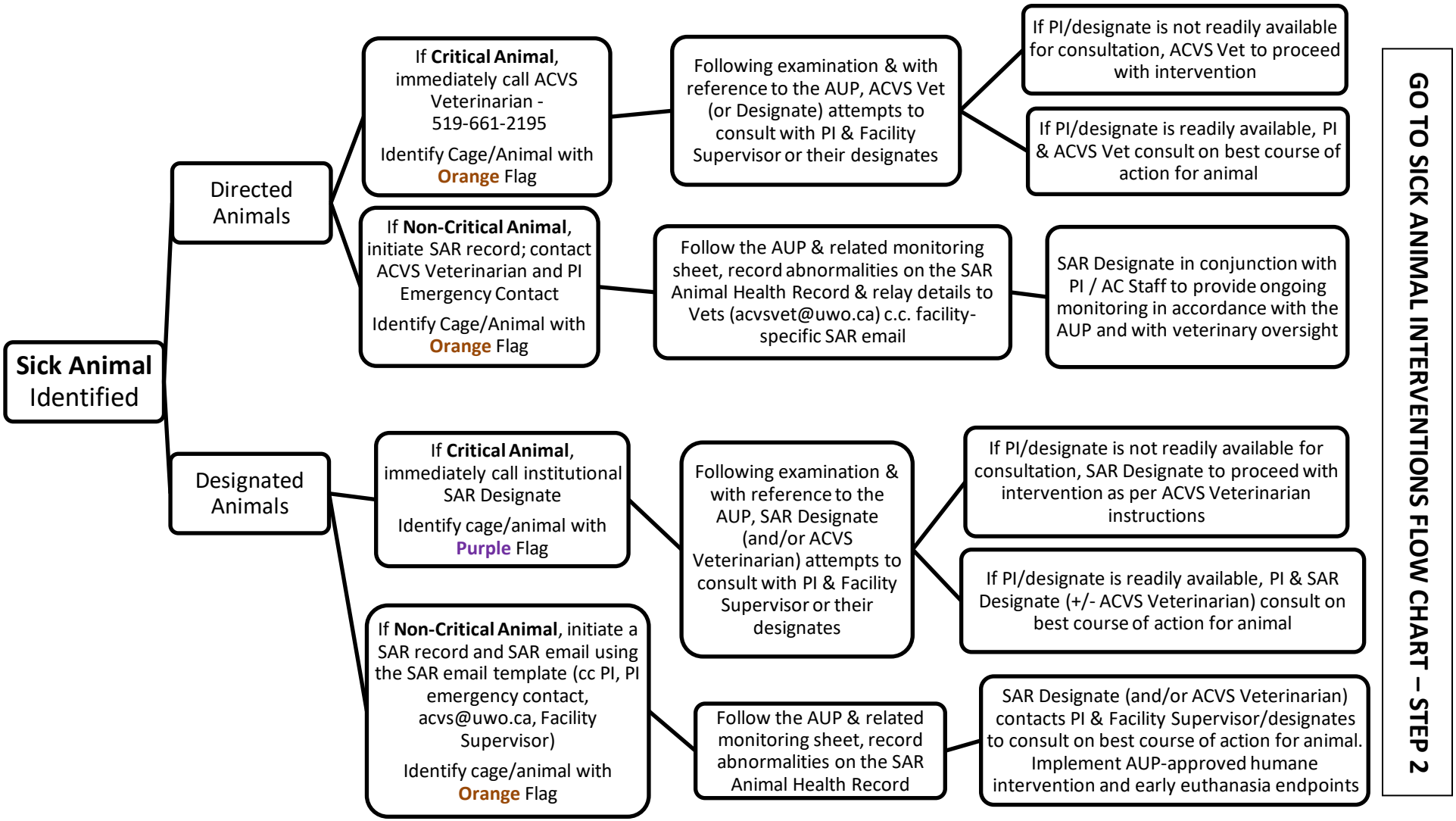
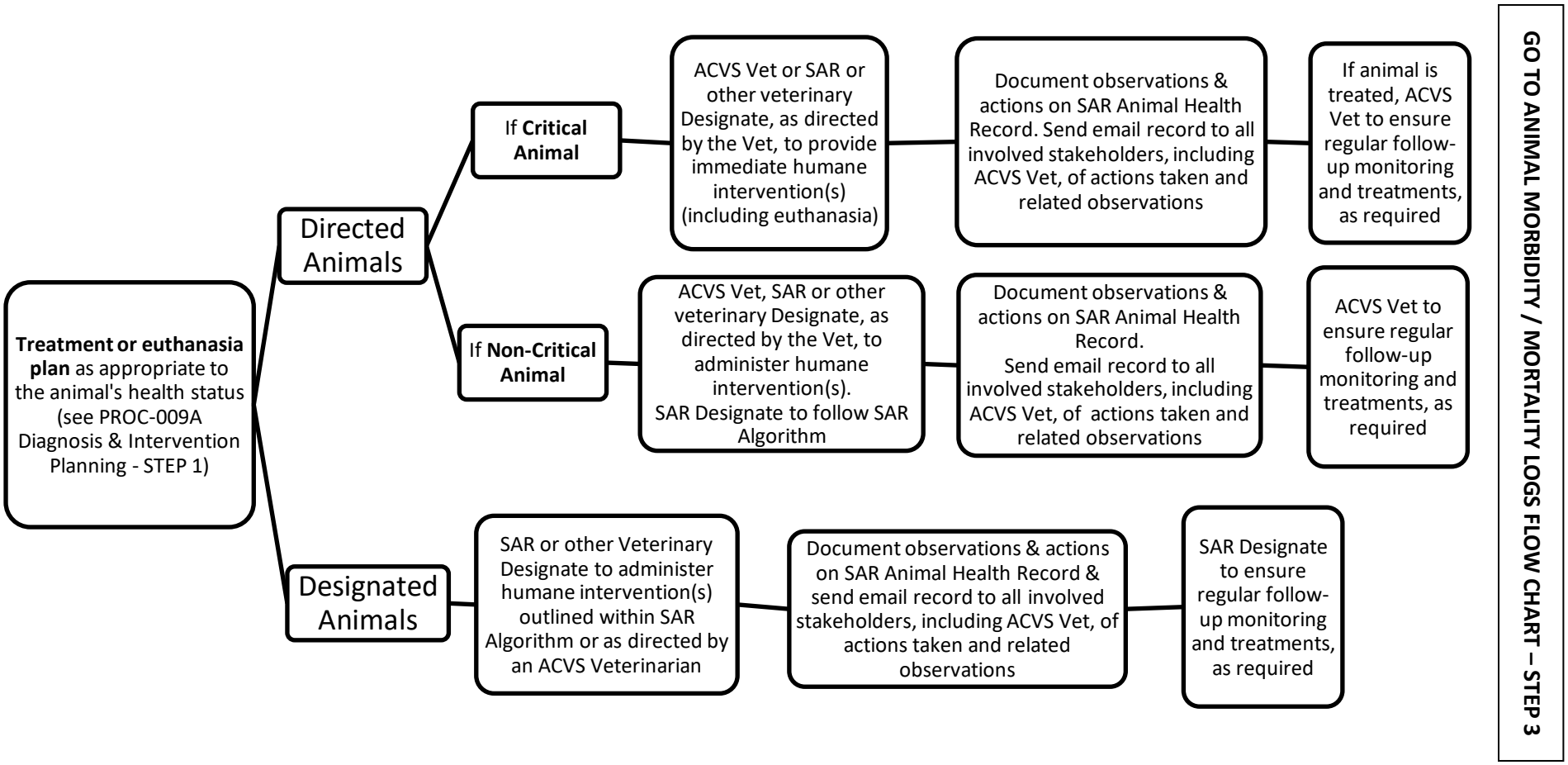
Western Research

Animal Care Committee

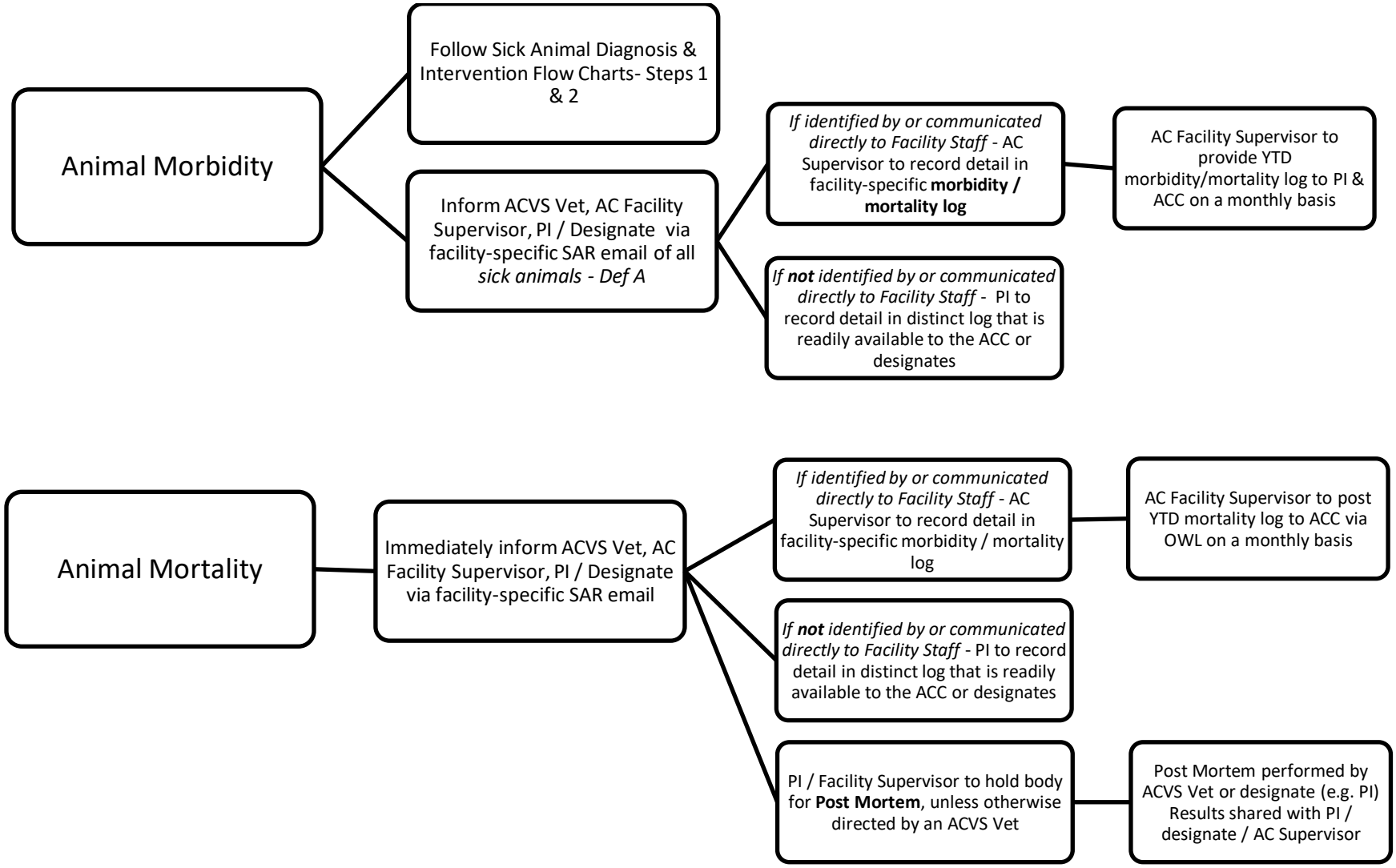
Procedures for Sick Animal Response PROC-009A

Sick Animal Diagnosis & Intervention Planning – STEP 1




Treatment or euthanasia plan as appropriate to the animal's health status (see PROC-009A Diagnosis & Intervention Planning - STEP 1)
Directed Animals
If Critical Animal
ACVS Vet or SAR or other veterinary Designate, as directed by the Vet, to provide immediate humane intervention(s) (including euthanasia)
Document observations & actions on SAR Animal Health Record. Send email record to all involved stakeholders, including ACVS Vet, of actions taken and related observations
If animal is treated, ACVS Vet to ensure regular follow-up monitoring and treatments, as required
If Non-Critical Animal
ACVS Vet, SAR or other veterinary Designate, as directed by the Vet, to administer humane intervention(s). SAR Designate to follow SAR Algorithm
Document observations & actions on SAR Animal Health Record. Send email record to all involved stakeholders, including ACVS Vet, of actions taken and related observations
ACVS Vet to ensure regular follow-up monitoring and treatments, as required
Designated Animals
SAR or other Veterinary Designate to administer humane intervention(s) outlined within SAR Algorithm or as directed by an ACVS Veterinarian
Document observations & actions on SAR Animal Health Record & send email record to all involved stakeholders, including ACVS Vet, of actions taken and related observations
SAR Designate to ensure regular follow-up monitoring and treatments, as required
GO TO ANIMAL MORBIDITY / MORTALITY LOGS FLOW CHART – STEP 3

FOLLOW SICK ANIMAL DIAGNOSIS & INTERVENTION FLOW CHARTS – STEPS 1 & 2



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Procedures for Sick Animal Response

Sick Animal Response Procedures for VETERINARY DESIGNATED Animals

- **Veterinary Designated Animals** include (*but not limited to*): mice, rats, hamsters, guinea pigs, aquatic species, birds, some small mammals.
- **Critical Condition**: severe life-threatening health concerns, requires immediate intervention
- **Stable Condition**: mild to moderate non-life threatening health concerns, requires intervention within 24 hrs

1. Identify Non-Normal Animal
Identify specific animal/cage using flag. Review AUP, monitoring sheets, in-room health record, Veterinary treatment plan, as available

2A. animals in CRITICAL CONDITION
A. Contact SAR Designate by telephone **between X:XX am-Y:YY pm on regular business days**
B. If no response within 10 minutes or outside of SAR Designate coverage hours, contact the Veterinarian on-call **(519) 661-2195.**

2B. Inform Primary/ Emergency Contact (PI/PI Designate)
Call/leave voicemail

3A. animals in STABLE CONDITION

3B. Inform SAR Team & Primary/Emergency Contact (PI/PI Designate)
using [**SITE SPECIFIC SAR]** email and the email template. Start SAR paper animal health record & place cage-side.

IF NO RESPONSE BY PRIMARY CONTACT within 24 hours

3C. Send reminder
Use original [**SITE SPECIFIC SAR]** email and 'reply all' to inform the SAR team & primary contact of the unattended SAR notice.

4A. Treatment or Euthanasia – SAR RVT and/or Veterinarian to direct qualified personnel to administer treatment according to Veterinary directives, the AUP and/or other documentation outlining protocols for common illness (SAR Algorithms)

IF UNSUCCESSFUL

3D. No SAR, Veterinarian, Emergency Contact or PI available/Urgent Euthanasia Required- Mouse/Rat Only - Call PI using script. For all others, **re-attempt Step 2A**.

4B. Administer Treatment or Euthanasia - Resolve problem using best judgment. Refer to pertinent SOPs (eg. 320, 321, 322) and AUP endpoints. Veterinarians will support the decision in this **unlikely** situation. Mouse/rat euthanasia may be performed under extreme circumstances.

5. Record Keeping & Communications Qualified personnel administering treatment must;
A. update SAR Animal Health Record with treatment details (include date & time, specific interventions & drug administration e.g. dose, route, volume & frequency of administration, etc) immediately following treatment administration.
B. Follow-up with the actions taken & animal's current helath status using 'reply all' to the original sarsj@uwo.ca email.

6. For Euthanized Animals
Leave animal, appropriately bagged and labeled, in proper waste disposal unit.
File SAR Animal Health Record in room binder for related PI

Telephone Script for urgent cases – Use 'Calibri' Font Size '11'

In the message state the following:

- Your Name (include lab, or affiliation ie. Animal Care)
- Species
- Observed non-normal body system (no diagnosis)
- Room #
- PI Name
- Degree of Urgency
- Call-back Number
- Time of Call

Example:

Hello, my name is (*your name*) from (*organization*). I have identified a sick (*species*) in room (*room #*) that belongs to (*PI name*) that was observed to have … (*name abnormal body system*) that requires urgent attention. Please call me back at (*leave your call back number*). The time is currently (____ *o'clock*).

Follow-Up SAR Email:

- **Subject Line:** SAR [FAC] – [PI Name] – [Room#] – [cage card # +/- animal ID]
  e.g., SAR WVB – Smith – 83 – cc 123 456
  e.g., SAR VRL – Jones – LRCP 22 – cc 789 - ID ABC123
- use the appropriate email template as per your facility supervisor
- address to email to the PI, the PI emergency contact and [SITE SPECIFIC SAR EMAIL]

As per the Sick Animal Response Policy, if a reasonable, collaborative effort to address animal health concerns does not occur within a timely manner, a Veterinarian will provide treatment commensurate with the animals' condition as outlined by the Canadian Association for Laboratory Animal Medicine's (CALAM's) Standards of Veterinary Care.

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Procedures for Sick Animal Response

Sick Animal Response Procedures for VETERINARY DIRECTED Animals

1. Identify Non-Normal Animal
Identify specific animal/cage using flag. Review AUP, monitoring sheets, in-room health record, Veterinary treatment plan, as available

Veterinary Directed Animals Include:
- **Any sick** pigs, sheep, dogs, cats, non-human primates, rabbits
- Any animal identified by a Veterinarian to require their direct involvement

2A. Inform the Veterinarian

(519) 661-2195

2B. Inform Primary/ Emergency Contact (PI/PI Designate)
Call/leave voicemail

2C. If no Veterinary Response, Contact a SAR RVT or the Facility Supervisor

SAR RVT contact:
between [X:XXam - Y:YYpm] on regular business days
[(XXX) XXX-XXXX] [**SITE SPECIFIC SAR**] email

Facility Supervisor Contact:
_____
_____
_____
_____

IF UNSUCCESSFUL

2D. Veterinarian, SAR RVT, Emergency Contact, Facility Supervisor or PI unavailable re-attempt Step 2A

IF UNSUCCESSFUL

3A. Treatment or Euthanasia –
Veterinarian to direct qualified personnel (PI staff/SAR Designate) to administer treatment according to Veterinary directives.

3B. Triage Treatment or Euthanasia
Follow SAR RVT or Facility Supervisors directives. Use AUP and/or other documentation outlining protocols for common illness (SAR Algorithms) as a guide.
SAR RVT or Facility Supervisor to **re-attempt 2A** for treatment plan

4. Communications
Follow-up with the pertinent history, initial observations & actions taken as well as the animal's current health status using sar@uwo.ca email. Include the PI, PI contact, Facility Supervisor with subject: **SAR ACVS - PI Name - Room# - animal ID**

5. Documentation: Animal Health Record
Qualified personnel administering treatment must update SAR Animal Health Record with treatment details (include date & time, specific interventions & drug administration e.g. dose, route, volume & frequency of administration, etc) immediately following treatment administration. Observations and health status (same/improved/worse) should also be recorded.
Updates on the animal's health should also be communicated electronically by using "reply-all" to the original SAR email.

Telephone Script: Use 'Calibri' Font Size '11'

In the message state the following:

- Your Name (include lab, or affiliation ie. Animal Care)
- Species
- Observed non-normal attributes (no diagnosis)
- Room #
- PI Name
- Degree of Urgency
- Call-back Number
- Time of Call

Example:

Hello, my name is (your name) from (organization). I have identified a sick (species) in room (room #) that belongs to (PI name) that was observed to have … (describe primary symptoms -no diagnosis) that requires urgent attention. Please call me back at (leave your contact number). The time is currently (____ o'clock).

Email Script:

Subject Line: [SAR FACILITY] – [PI Name] – [Room#] – [Species] – [Animal ID (name, experimental designation, tattoo)]

e.g., SAR Psychology – Smith – rm. 224 – Feline - Leonardo
e.g., SAR ACVS – Smith – rm. WVB 87 – Marmoset – Peanut
e.g., SAR St Joe's – Jones – rm. 522 – Pig – ABC123

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Sick Animal Response (SAR) Animal Health Record

Reported By: _____ Date (dd/MON/yyyy): _____/_____/_____ Time: : (a.m./p.m.) Type of report (circle one): Vet Directed* Vet Designated* Room # & cage location: Protocol #: Lab Contact Name: Lab Contact Number:	Researcher: Cage Card#: Animal ID: Species: Strain: DOB/DOA: Gender: ☐ ♀(F) ☐ ♂(M) Supplier:
Body System of Concern: 1. Appearance & Attitude (different from species normal; scruffy/hunched/lethargic) ☐ 2. Behavioural (fighting, repetitive, aggressive, self-harm) ☐ 3. Gastrointestinal (anorexia, vomiting, diarrhea, prolapse, distention) ☐ 4. Integument/Skin (fight wounds, scratches, lesions) ☐ 5. Mass/Lump ☐ 6. Musculoskeletal (abnormal gait, limping, paralysis) ☐ 7. Neurological (head tilt, circling, seizures, twitches) ☐	8. Obstetrical/Active Labor Issue ☐ 9. Ophthalmic/Eyes ☐ 10. Oral Cavity/Teeth ☐ 11. Surgical Site/Implant Concern (head caps, sutures, incision) ☐ 12. Pup Abnormality (birth defect, failure to thrive, hydrocephalus) ☐ 13. Respiratory (labored, increased effort, noisy respiration) ☐ 14. Urogenital (urine issue, reproductive tissue prolapse) ☐ 15. Weight Loss ☐
Other/Notes:_____	
SAR Team DDx:	
Contacted Lab by: Phone ☐ Email ☐ (PI & Lab Contact) In person ☐ Time: : (a.m./p.m.)	Contacted SAR Team: Primary contact [**Between X:XX - Y:YY]** SAR Designate Phone ☐ Vet On-Call (if no RVT response, **directed species** or outside of regular hours) ☐ (519) 661-2195 Email ☐ [**SITE SPECIFIC SAR**@uwo.ca] In person ☐ Time: : (a.m./p.m.)

ALL INTERVENTIONS/ACTIONS MUST BE RECORDED BELOW

DATE	TIME	OBSERVATIONS/TREATMENTS (drug name/dose/route/volume/location; patient weight; behaviour/attitude; appetite; urine/feces, body condition; coat; noted abnormalities, etc)	CONDITION (worse, same, improved)	Initials

*Vet Directed – Pigs, Sheep, NHPs, Dogs, Cats, Rabbits – health concerns communicated directly to a Veterinarian

*Vet Designated – all other species of animals – health concerns communicated to ACVS SAR RVTs and/or SAR Designates

cage card #: PI: room #:

DATE	TIME	OBSERVATIONS/TREATMENTS (drug name/dose/route/volume/location; patient weight; behaviour/attitude; appetite; urine/feces, body condition; coat; noted abnormalities, etc)	CONDITION (worse, same, improved)	Initials