

Satellite Animal Housing Manual



Albert Einstein College of Medicine

Institutional Animal Care & Use Committee
1225 Morris Park Ave., Bronx, NY 10461

Daily Animal Husbandry and Health Observation Requirements for Laboratory Maintained Satellite Housing Facilities

Once approved for satellite housing of animals, the laboratory is required to perform daily animal husbandry and health observations. Animals experiencing unanticipated pain, distress, or illness are to be reported to the veterinary staff. The responsible PI/laboratory will maintain records demonstrating daily health observations and animal husbandry duties performed. The records must be faxed weekly (1886 or 1887) to the IAS Facilities Manager. The documentation will be maintained by both the IAS and by the laboratory generating the health/husbandry documents. The individual completing the tasks must sign in the appropriate box.

Perform and record the following:

1. Temperature: record current temperature as well as minimum and maximum for a 24 hour period. The acceptable range is 68-72F and 30-70% relative humidity. If environmental parameters fall outside of acceptable ranges, the Engineering department (ext. 3000) must be notified and notification must be documented.
2. Cages must be labeled appropriately. Each cage must have a cage card with the PI name, current protocol number, contact person and species and gender information. In addition, surgery or procedure dates and biohazard materials used must be indicated on the card.
3. Health observations must be made daily, **including weekends and holidays**. Any animal experiencing unanticipated pain or distress must be reported to the responsible IAS Veterinarian or be euthanized according to the approved animal use protocol.
4. Provide food and potable water. Food must be less than six (6) months from the milling date and stored in a container with a tightly fitting lid. The container must be labeled with the type of feed and milling date. Provide fresh water bottles weekly, or more often if needed. Feed may be added if needed.
5. Provide clean caging on a routine schedule. Change cage bottoms at least once per week. *Please note: Some cages may require changing more often. Water bottles are changed weekly for all animals (or more often as needed). Other components, such as wire bar lids and filter tops are changed every two weeks. Soiled cages, bottles, etc. should be returned to the IAS for cleaning immediately. Dirty cages, bottles, etc., should be kept separate from clean supplies to avoid potential contamination of clean materials. Clean materials should be stored covered to minimize contamination.

6. The room must be kept clean and clutter free to discourage unwanted pests. Garbage must be emptied daily. The floor must be swept and mopped daily. Benchtops must be cleaned daily and after each use. Bleach solution, if used, must be changed weekly. The bleach bottle must be labeled with the date the solution was made. Cubicle doors must be closed completely when not in use.
7. Document daily census (number of cages). If there are periods when no animals are housed, then begin and end dates must be indicated.

Hygro-Thermometers Must be Reset Daily

Press the max/min button to obtain maximum temperature then press reset.

Press the max/min button again to obtain the minimum temperature and press reset again.



Pink Cards

Cages must be labeled EXACTLY
as required in the animal rooms.

This includes pink and sick cards.

PI: _____ Protocol No. _____
Contact: _____ Ext _____

**SPECIAL FEED &
TREATED WATER**

This cage receives treated water: _____
This cage also receives special diet: _____

From: Start Date / Time _____
Until: End Date / Time _____

Caretakers: Monitor animal condition and report if this card has expired, treated feed and/or water is unavailable, and any concerns to Supervisor. {Note: if treated feed/and or water is unavailable and investigator cannot be contacted, animals will receive untreated water}

**Expected Phenotype –
ABNORMAL HAIR**

Animals on this Protocol are expected to display abnormal hair coat. The skin is otherwise normal.

PI: _____ Protocol: _____
Contact: _____ Ext: _____

THIS CARD IS APPROPRIATE FOR "BARBERING", OILY HAIR, HAIR LOSS, OR SPARSE HAIR COAT. SKIN APPEARS OTHERWISE NORMAL

CARETAKERS:
CHECK THIS CAGE DAILY
TAG WITH A (YELLOW) SICK CARD IF:
-Skin appears reddened, injured or damaged.
-Skin is ulcerated
-Animal is in poor condition
-Animal has any new problem

PI & LABORATORY STAFF:

- Check animals often and intervene as specified in your approved protocol or at IAS Veterinarian's recommendation.
- Euthanize at protocol endpoint

Consult with IAS veterinarian if you cannot comply with protocol endpoints.

Rodent Satellite Housing Activity Log

Principal Investigator: _____
Protocol Number: _____

Building & Room Number: _____
Species Housed: _____

Instructions: Place a checkmark in box when task has been performed. Place temperature and humidity numerals in corresponding boxes.
 Return all soiled cages to IAS immediately.

Week of:	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Temp (current)							
Temp (min/max)							
Animal Census							
Number sick/dead							
Check food							
Check water							
Change cage bottom							
Change water bottle (weekly)							
Empty garbage							
Clean floor							
Fill & label bleach bottle (weekly)							
Clean sink/benchttop							
Sanitize Rack, Room /containment area (monthly)							
Comments:							
Signature							
IAS							
Veterinary/Compliance							

FACILITY SUPERVISORS: Collect these sheets @ monthly intervals during inspection and rack change-out / disinfection.

Cage Space Guidelines for Animals Used in Biomedical Research

Source: *Guide for the Care and Use of Laboratory Animals*.

Recommended Space for LABORATORY RODENTS

Animals	Weight, g	Floor Area/Animal, in ² ^a	Height, ^b in ^c
Mice*	under 10	6	5
	Up to 15	8	5
	Up to 25	12	5
	over 25^d	at least 15	5
	female + litter	at least 51	5
Rats	under 100	17	7
	Up to 200	23	7
	Up to 300	29	7
	Up to 400	40	7
	Up to 500	60	7
	over 500^d	at least 70	7
	female + litter	at least 124	7
Hamsters	under 60	10	6
	Up to 80	13	6
	Up to 100	16	6
	over 100^d	at least 19	6
Guinea pigs	up to 350	60	7
	over 350^d	at least 101	7

SMALL SHOEBOX CAGES (~7x10 inches)

- One male and three females may be housed per shoebox cage for breeding. It is not acceptable to house 1 male with four females.
- All but one pregnant female must be moved from the box into separate boxes (maximum = one female per small or two per large box) prior to delivery of any litter.
- Two adult mice and one litter may be housed per shoebox cage until the litter is weaned.

LARGE BOX CAGES (~9x17 inches)

- One male and a maximum of five females may be housed per large cage for breeding.
- All but two pregnant females must be removed from the box into separate boxes (maximum = one female per small box or two per large box) prior to delivery of any litter.
- Three adult mice and two litters may be housed per large cage until the litter is weaned.