



University of Southern Maine
Office of Research Integrity and Outreach
Animal Study Proposal - USM and UMF Student

Today's Month
Today's Day

Instructions:

De Novo Review: The Institutional Animal Care and Use Committee (IACUC) is required under federal law to perform a complete re-review of the entire protocol every three years.

Please contact the Research Compliance Administrator at 207-780-4517 or usmorio@maine.edu with questions.

Mandatory trainings can be found at: <http://usm.maine.edu/orio/iacuc-training>

Since this is a long form, you may download the sample form in pdf as a guide to answering questions:

http://usm.maine.edu/sites/default/files/orio/IACUC_Student_Submissions_template.pdf

******This form has also been given edit privileges. You may save your work at certain intervals and receive an email with a return link, or you may copy the link in the address bar above. Be aware the ORIO office receives the same email. We will consider your final submission when BOTH "I agree" AND "Faculty Advisor Agrees" ARE checked at the end.

Administrative Information

1. Principal Investigator (PI):
2. Organization:
3. Department:
4. PI Contact Information:
5. PI Email:
6. Student Status:
7. Course:
8. Faculty Advisor:
9. Faculty Advisor Email:

Project Information

10. Study Title:
11. Submission Type:
 - Initial Submission
 - De Novo (3rd year)
12. If De Novo, IACUC Number::
13. Funding Source and Level:

14. Duration: include start and end date:

Save and Quit: You will be able to return to the form at a later time. ORIO will receive a copy of the submission; however, will not consider final version until BOTH "I agree" AND "Faculty Advisor Agrees" ARE checked at the end.

Go to (1)

Continue to Personnel Training and Experience Information
Save and Quit

Personnel Training and Experience Information

List all personnel, including Primary Investigator(s), Faculty Advisor, and/or Course Instructor. Up to 5 including PI.

- 15. PI: Date of mandatory IACUC CITI training:
- 16. PI: Date of BlackBoard basic safety training:
- 17. PI: Date Occupational Health Survey Completion:
- 18. PI: Date and Type of additional project-specific training:
- 19. PI: Describe training received to perform the procedures specific to this project?:

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Go to (2)

Add another person
Go to next section: D. Animal Requirements
Save and Quit

Person 2

- 20. P2: Name:
- 21. P2: Role in research:
- 22. P2: Contact Information, include email:
- 23. P2: Date of mandatory IACUC CITI training:
- 24. P2: Date of BlackBoard basic safety training:
- 25. P2: Date Occupational Health Survey Completion:
- 26. P2: Date and Type of additional project-specific training:
- 27. P2: Describe training received to perform the procedures specific to this project?:

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Go to (3)

Add another person
Go to next section: D. Animal Requirements
Save and Quit

Person 3

28. P3: Name:
29. P3: Role in research:
30. P3: Contact Information, include email:
31. P3: Date of mandatory IACUC CITI training:
32. P3: Date of BlackBoard basic safety training:
33. P3: Date Occupational Health Survey Completion:
34. P3: Date and Type of additional project-specific training:
35. P3: Describe training received to perform the procedures specific to this project?:

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Go to (4)

Add another person

Go to next section: D. Animal Requirements

Save and Quit

Person 4

36. P4: Name:
37. P4: Role in research:
38. P4: Contact Information, include email:
39. P4: Date of mandatory IACUC CITI training:
40. P4: Date of BlackBoard basic safety training:
41. P4: Date Occupational Health Survey Completion:
42. P4: Date and Type of additional project-specific training:
43. P4: Describe training received to perform the procedures specific to this project?:

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Go to (5)

Go to next section: D. Animal Requirements

Save and Quit

Animal Information

Pain and Distress Categories:

http://www.mtu.edu/research/administration/integrity-compliance/pdf/Pain_and_Distress_Categories.pdf

Examples: <https://www.iacuc.cornell.edu/documents/IACUC009.01.pdf>

Animal 1

- 44. Common Name 1:
- 45. Genus 1:
- 46. Species 1:
- 47. Number of Individuals 1:
- 48. Sex 1:
- 49. Age, Weight, Size 1:
- 50. Are the animals transgenic? 1:
- 51. Source 1:
- 52. Pain Category 1:

Save and Quit: You will be able to return to the form at a later time. ORIO will receive a copy of the submission; however, will not consider final version until BOTH "I agree" AND "Faculty Advisor Agrees" ARE checked at the end.

Go to (6)

Add Another Animal

Go to next section: Rationale for Animal Use

Save and Quit

Animal 2

- 53. Common Name 2:
- 54. Genus 2:
- 55. Species 2:
- 56. Number of Individuals 2:
- 57. Sex 2:
- 58. Age, Weight, Size 2:
- 59. Are the animals transgenic? 2:
- 60. Source 2:
- 61. Pain Category 2:

Save and Quit: You will be able to return to the form at a later time. ORIO will receive a copy of the submission; however, will not consider final version until BOTH "I agree" AND "Faculty Advisor Agrees" ARE checked at the end.

Go to (7)

Add Another Animal

Go to next section: Rationale for Animal Use

Save and Quit

Animal 3

- 62. Common Name 3:
- 63. Genus 3:
- 64. Species 3:
- 65. Number of Individuals 3:
- 66. Sex 3:
- 67. Age, Weight, Size 3:
- 68. Are the animals transgenic? 3:

- 69. Source 3:
- 70. Pain Category 3:

Save and Quit: You will be able to return to the form at a later time. ORIO will receive a copy of the submission; however, will not consider final version until BOTH "I agree" AND "Faculty Advisor Agrees" ARE checked at the end.

Go to (8)

Add Another Animal

Go to next section: Rationale for Animal Use

Save and Quit

Animal 4

- 71. Common Name 4:
- 72. Genus 4:
- 73. Species 4:
- 74. Number of Individuals 4:
- 75. Sex 4:
- 76. Age, Weight, Size 4:
- 77. Are the animals transgenic? 4:
- 78. Source 4:
- 79. Pain Category 4:

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Go to (9)

Go to next section: Rationale for Animal Use

Save and Quit

Rationale for Animal Use

- 80. Please justify your rationale for animal use:
- 81. Please justify the appropriateness of the species you intend to use:
- 82. Please justify the number of animals to be used:
- 83. Please explain why non-animal models (such as computer simulation, in vitro studies, etc) cannot be used:

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Go to (10)

Transportation

Save and Quit

Transportation

84. Describe how animals will be transported, with specific details on the methods, containment and care that will be utilized.

Literary Search

85. Does the protocol unnecessarily duplicate previous experiments?: Yes/No
86. Include at least two of the databases searched [list the database used, data of the search, date range and keywords used].

Permits

87. Does this project require any permit (such as Maine Dept. of Inland Fisheries and Wildlife Scientific Collection Permit)?:

Yes

No

Save and Quit

88. Permits Required 1:
89. Permitting Agency 1:
90. Which species or circumstances require permits? 1:
91. Under whose name is the permit held? 1:
92. Date that permit was obtained? 1:

Save and Quit: You will be able to return to the form at a later time. ORIO will receive a copy of the submission; however, will not consider final version until BOTH "I agree" AND "Faculty Advisor Agrees" ARE checked at the end.

Go to (11)

Add another permit

Research Protocol Information

Save and Quit

93. Permits Required 2:
94. Permitting Agency 2:
95. Which species or circumstances require permits? 2:
96. Under whose name is the permit held? 2:
97. Date that permit was obtained? 2:

Save and Quit: You will be able to return to the form at a later time. ORIO will receive a copy of the submission; however, will not consider final version until BOTH "I agree" AND "Faculty Advisor Agrees" ARE checked at the end.

Go to (12)

Add another permit

Research Protocol Information

Save and Quit

98. Permits Required 3:
99. Permitting Agency 3:
100. Which species or circumstances require permits? 3:
101. Under whose name is the permit held? 3:
102. Date that permit was obtained? 3:

Save and Quit: You will be able to return to the form at a later time. ORIO will receive a copy of the submission; however, will not consider final version until BOTH "I agree" AND "Faculty Advisor Agrees" ARE checked at the end.

Go to (13)

[Add another permit](#)

[Research Protocol Information](#)

[Save and Quit](#)

103. Permits Required 4:
104. Permitting Agency 4:
105. Which species or circumstances require permits? 4:
106. Under whose name is the permit held? 4:
107. Date that permit was obtained? 4:

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Go to (14)

[Research Protocol Information](#)

[Save and Quit](#)

Research Protocol Information

108. Describe the animal housing or holding location, locations where manipulation will be conducted, all equipment needed, and how animals will be cared for during the holding/housing.:
109. Does the study: check all that apply:
 - Involve an invasive procedure
 - Harm the animal in any way
 - Materially alter the behavior of the animal
 - none of the above
110. Does the study involve an Endangered or Protected Species?: Yes/No
111. If yes, provide justification:

Provide a Detailed Description of the Safeguards in Place for:

112. Description of the Safeguards in Place for Zoonotic Disease:
113. Description of the Safeguards in Place for Environmental Hazards:
114. Description of the Safeguards in Place for Equipment Hazards:
115. Description of the Safeguards in Place for Other Hazards applicable to this study:

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Go to (15)

Animal Study Information, cont

Save and Quit

116. Study objective: Explain the purpose of this study, including why it is important to human or animal health, the advancement of knowledge, or the good of society.:
117. Experimental Design and Animal Procedures: Explain the experimental design and all animal procedures. This description should allow the IACUC to understand the experimental course of an animal from beginning to end.:
118. Method of Anesthesia and/or Analgesia: Specify the anesthetics and analgesics that will be used, including the name of the agent(s), the dosage, route of administration, and whether it a DEA controlled substance.:
119. Method of Euthanasia: Detail the proposed method of euthanasia, including whether it is consistent with the AVMA guidelines, the dosage and route of administration (if using a chemical agent), the training taken on properly performing the euthanasia, and method of carcass disposal. :
120. Any additional information you would like to convey to the reviewer:

PRINCIPAL INVESTIGATOR CERTIFICATIONS AND AGREEMENT

- (1) I certify that I have determined that the research proposed herein is not unnecessarily duplicative of previously reported research.
- (2) I certify that the individuals listed as research personnel are authorized to conduct procedures involving animals under this proposal, will participate in the USM Occupational Health and Safety program, have attended the institutionally required investigator training course, and received training in: the biology, handling, and care of this species; aseptic surgical methods and techniques (if necessary); the concept, availability, and use of research or testing methods that limit the use of animals or minimize distress; the proper use of anesthetics, analgesics, and tranquilizers (if necessary); and procedures for reporting animal welfare concerns.

- (3) I certify that I have reviewed the pertinent scientific literature and the sources and/or databases as noted above and have found no valid alternative to any procedures described herein which may cause more than momentary pain or distress, whether it is relieved or not.
- (4) I certify that I will obtain approval from the IACUC before initiating any changes in this study.
- (5) I certify that I will notify the IACUC regarding any unexpected study results that impact the animals. Any unanticipated pain or distress, morbidity or mortality will be reported to the attending veterinarian and the IACUC.
- (6) I certify that I am familiar with and will comply with all pertinent institutional, state, and federal laws and policies.

121. By checking the "I agree" box below, I, the Faculty Instructor named above, accepts responsibility for the ethical conduct of students conducting the classroom projects described above. I understand that if it is determined that individual student projects constitute research involving human subjects, or will be used for thesis or Thinking Matters students will be REQUIRED to submit a formal application for review with the ORIO or IRB. The USM Assurance for the Protection of Human Subjects prohibits the start of any research involving human subjects (including recruitment of subjects) that has not been reviewed and approved or exempted by the IRB or its designee.:

I Agree

Faculty Advisor Agrees

How easy was it to use this Google Form? 1=Difficult to 5=Easy

Any comments about the use of this Google Form?