***Document 036a Post Approval Monitoring (PAM) Checklist***

The Australian code for the care and use of animals for scientific purposes 2013 (The code) Section 2.3.17-2.3.23 requires animal ethics committees to have a Post Approval Monitoring (PAM) program.

To facilitate the conduct of a PAM program, the Code allows AECs/Institutions to delegate this responsibility remote to suitably qualified person to monitor animal care and use, including projects and activities conducted at sites (e.g. fieldwork).

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| AEC Protocol |  |
| Principal Investigator |  |
| Date |  |
| Representative(s) present |  |
| Location |  |
| Activity/Procedure assessed |  |
| Type of inspection | □ Announced □ Unannounced |
| Animal Welfare Officer |  |

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| General | | Comments |
| Most recent version of Protocol accessible by all team members, and within each relevant animal room |  |  |
| Amendments are approved and documented |  |
| All personnel working on project are listed in Protocol |  |
| All personnel competency records are current, listed on Protocol, and only approved persons are performing relevant work with animals |  |
| All personnel working on project are familiar with Protocol and can give accurate summary of relevant sections on request |  |
| Contact details of PI/relevant research staff and ANU Vets are clearly posted in each animal room |  |
| Appropriate PPE used |  |
| Annual report requirements met |  |

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| Husbandry | | Comments |
| Staff handle/restrain animals appropriately |  |  |
| All staff are familiar with ANU AEC Document 019: Laboratory Rodent Husbandry and Care Standards |  |
| Research staff are familiar with Section 2.4. of the Code: Responsibilities of investigators |  |
| Cage cards contain all relevant information: Protocol no, PI name and contact info, animal #, strain, DOB, gender, treatment history |  |
| Location and housing conditions of animals are appropriate, and consistent with Protocol |  |
| Species/strains and numbers of animals are consistent with the protocol |  |
| All appropriate scoresheets and records are kept in animal room |  |
| Individuals in cages match cards and are identifiable |  |
| Animals are visually checked at least once daily, with records of checks |  |
| Animals are checked minimum once per week by research staff, with records of checks |  |
| Routine monitoring is conducted per protocol and records are maintained and produced on request |  |
| Experimental monitoring is conducted per protocol by appropriate staff, records are maintained and produced on request |  |
| Evidence of clear communication of monitoring roles and responsibilities between research and animal care staff |  |  |
| Are endpoints or interventions based on scoring being adhered to? |  |  |
| Records of all adverse events are maintained and produced on request |  |  |
| Records of animal use are maintained and produced on request |  |  |
| Appropriate signage is displayed in rooms/racks/cages |  |  |
| Housing/location has been approved by AEC |  |  |
| Room access is provided to appropriate personnel |  |  |

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| Experimental animal use | | Comments |
| Staff performing procedures are approved in protocol and competent |  |  |
| Animals used matches protocol (correct age, sex, strain, number, timeline) |  |
| Procedures performed are consistent with approved protocol and linked SOPs |  |
| Drug handling, storage, dosing is correct, including expiration dates and recording S8s |  |
| All consumables are within expiry dates (eg gloves, suture, etc) |  |
| All relevant information is recorded on cage cards (treatment, interventions, doses, time/date, initials)  OR  Injections, blood collection and fluid collection amounts dated and documented |  |
| Monitoring, treatment and experimental records are maintained and produced on request |  |
| Animal handling is conducted in appropriate, designated area |  |
| Transport of animals is conducted according to AEC guidelines, and acclimation periods observed |  |
| Rodentity is complete with experimental history |  |  |

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| Surgery/Anaesthesia | | Comments |
| Procedure performed is consistent with Protocol and linked SOPs or manuals |  |  |
| Anaesthetic equipment/drugs are in date |  |
| Surgical space and equipment is appropriate for procedure |  |
| Inhalant anaesthetics scavenged appropriately |  |
| Aseptic techniques are appropriate to procedure and maintained at all times |  |
| Sterile instruments are used and disinfected between surgeries |  |
| Intra-op monitoring and records appropriate |  |
| Recovery of animals is monitored and recorded appropriately |  |
| Longer term post-procedure monitoring and interventions align with protocol |  |

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| Experimental interventions/treatments | | Comments |
| Animals used matches protocol (correct age, sex, strain, number, timepoint) |  |  |
| All substance delivery is recorded appropriately: date, user, substance, volume, delivery method. |  |
| Post-treatment monitoring aligns with protocol |  |
| Adverse events are recorded (expected and unexpected) |  |
| Adverse event rate aligns with protocol |  |
| Unexpected deaths are necropsied and documented |  |

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| Fieldwork | | Comments |
| Permits and licences up to date |  |  |
| Conditions on permits being met |  |
| Procedures/activities consistent with Protocol |  |
| Handling of animals is appropriate to minimise impact |  |
| If animals are trapped, is the length of time animals are held appropriate and consistent with the protocol? |  |
| Traps used appropriate for animals |  |
| Frequency of field trips/observations complies with protocol |  |

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| **Outcome** | **compliant**  **non-compliant** |
| **Feedback:** | |
| Corrective Action taken: | |
| Are there any resources you feel could help improve your research process?  No  Yes (please explain below) | |
| Investigator Declaration: I have been provided with feedback on the evidence submitted. I agree with the assessment result and the reasons for the decision. | |
| Signed by the Investigator: | Date: |
| Signed by the assessor: | Date: |