

<b>Animal Care and Use Training Program</b>	Policy No.  <b>006</b>
	Effective Date: <b>5/09/2016</b>
	Updated: <b>6/09/2025</b>

## 1. Reference(s):

Title 9, Code of Federal Regulations, Subchapter A – Animal Welfare, Part 2, §2.32

The *Guide for the Care and Use of Laboratory Animals* (current edition)

OSU Training Website: <http://compliance.okstate.edu/iacuc/training>

## 2. Policy:

All personnel (*i.e.*, principal investigators/instructors, research faculty/staff, graduate students, laboratory technicians, students, *etc.*) involved in animal care, treatment, and/or use of live vertebrate animals used for research, teaching or testing at Oklahoma State University (OSU) shall complete prescribed mandatory animal care and use training prior to protocol approval and prior to working with animals. Training requirements must be completed before the IACUC will approve personnel to work with animals.

**2.1 Initial Training for Principal Investigators:** All principal investigators shall complete both the OSU IACUC Training Program, which provides an overview of animal care and use policies and administrative procedures at OSU and an IACUC designated online training course through the CITI training website – “Working with the IACUC”. Species-specific online training courses, if available, will be required for any principal investigator with less than twelve months of experience working with the species listed on his or her Animal Care and Use Protocol (ACUP).

**2.2 Initial Training for Other Personnel:** All other personnel listed on an ACUP must complete an online course through the CITI training website, “Working with the IACUC” which provides an overview of animal care and use regulations and expectations. "Responsible Conduct of Research/Undue Foreign Influence" will also be required through the CITI training website. Species-specific online training courses, if available, will be required for any personnel with less than twelve months of experience working with the species listed on the protocol. Species/procedure specific training shall also be provided by the principal investigator as required to insure that personnel working with live vertebrate animals have the necessary skills and knowledge to work with animals. The principal investigator shall provide written documentation of this training upon request to the IACUC and/or Office of Laboratory Animal Welfare and USDA/APHIS.

**2.3 Refresher Training Principal Investigators and other Personnel:** All personnel listed on the protocol must complete an IACUC designated online training course at least every three years in order to continue using animals for research, teaching, and/or testing purposes. New or renewal protocols and personnel modifications will not be approved until all applicable personnel are current with the training requirements. Acceptable courses for the refresher include “Working with the IACUC,” "Responsible Conduct of Research-Refresher Course," or “Working with Animals in Biomedical Research – Refresher Course”.

**2.4 Initial Training for IACUC Members:** All new members of the IACUC shall complete both an initial orientation training, which provides an overview USDA’s Animal Welfare Regulations, USDA’s Animal Care Policies, PHS Policy, OLAW Guidance documents and FAQs, the *Guide for the Care and Use of Laboratory Animals*, the *Guide for the Care and Use of Agricultural Animals in Research and Teaching*, animal care and use policies and administrative procedures at OSU, and an IACUC designated online training course.

3. The chair of the IACUC may waive this policy on a case by case basis following a request by a	principal investigator.
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