Clemson University
Institutional Animal Care and Use Committee (IACUC)

Policy Number: 1.5

Policy Title: Reporting and Investigating Animal Concerns

Section 1: Purpose

This document describes the policy and procedures for reporting and investigating animal care and use concerns resulting from:
- noncompliance with applicable laws, policies, and procedures concerning animal welfare
- the conduct of any animal use activity not approved by the IACUC
- the physical, psychological, wrongful, abusive, or negligent treatment of animals.

Section 2: Scope

This policy applies to all IACUC approved animal facilities, animal activities, and personnel working within Clemson’s animal program.

Section 3: Policy

Clemson University is committed to the humane treatment of all vertebrate animals used in research and teaching. The privilege to use live animals for the advancement of science and medicine carries with it the responsibility to follow applicable laws, policies, and procedures concerning animal welfare developed by the government and the University.

Whistle Blower Protection
As stated in the University Whistleblower Policy, no facility employee, committee member, laboratory personnel, or student shall be discriminated against or be subject to any reprisal for reporting violations in good faith.

Animal Concern Submission Procedure
Concerns may be addressed directly with facility management or research personnel if the complainant is comfortable doing so. If the complainant is not comfortable with attempting to address the concern locally or if not adequately addressed after communicating the concern, the IACUC may be contacted to investigate the issue.

The IACUC can be contacted by:
- email: iacuc@clemson.edu
- phone: 864-656-4538
- mail: 391 College Avenue, Suite 406, Clemson, SC 29631
Concerns should include as much information as possible to assist the IACUC in its evaluation of the concern. A form is available on the IACUC website to assist in the submission of an
animal concern. The submission of the form is not a requirement in order to notify the IACUC of a concern.

If an animal is in immediate danger, contact the Attending Veterinarian (AV) to report the situation. The Attending Veterinarian, Dr. John Parrish, can be reached at:

- Office: 864-656-1850
- Cell: 864-723-0992

If the AV determines the concern is valid, he will resolve the issue locally, or suspend the activity and place the animals under his direct supervision. When the AV places animals under his direct supervision, they are considered under “emergency care” and protocol activities may or may not be allowed to continue. All actions by the AV will be promptly reported to the ORC and IACUC Chair and be included in the veterinary report to the IACUC.

An ethics hotline is also available for anonymously reporting any concerns of misconduct within the University. The hotline can be accessed by calling 1-877-503-7283 (1-877-50FRAUD) or visiting the webpage: https://www.lighthouse-services.com/clemson/IncidentLandingPageV2-Clemson.asp.

**Animal Concern Evaluation Procedure**

All animal care and use concerns will be reviewed by the ORC Director, IACUC Chair, AV, and IACUC Administrator using the flow chart below as a guide. All concerns deemed legitimate will be reported to the IACUC and actions will be determined by majority vote of the Committee.
Animal Care and Use Concern Evaluation Flow Chart

Completed By:________________________ Date: _________________ Accession #:________________

Associate AUP:_____________________________________ PI:_________________________________

An animal care or use concern is received.

Is there a potential for immediate harm to animals or personnel?

NO

Report the event to the ORC Director, IACUC Administrator, IACUC Chair, and AV

The ORC Director, IACUC Administrator, IACUC Chair, and AV decide if immediate IACUC action is required.

No Action Required

The issue will be presented to the committee at the next scheduled meeting.

Action Required

The IACUC Administrator will schedule an unplanned meeting of a quorum of Committee members to discuss the issue.

The Committee decides if enough information is available to make a fair assessment of the claim.

Adequate Information

The Committee decides the appropriate response actions

Information Needed

The Chair appoints a Subcommittee to investigate the issue.

The Subcommittee reports findings to the Committee at the next scheduled meeting.

YES

Report the event to the AV

The AV evaluates the situation and determines if an immediate danger exists.

No

The AV reports findings to the ORC and the IACUC Chair.

The ORC Director, IACUC Administrator, IACUC Chair, and AV decide if immediate IACUC action is required.

Yes

The AV either:
• Resolves the issue locally, or
• Suspends the activity and places animals under his supervision or “emergency care”

The AV reports findings to the ORC and the IACUC Chair.

The AV either:
• Resolves the issue locally, or
• Suspends the activity and places animals under his supervision or “emergency care”

Approved: November 11, 2014
Revised: October 2020