
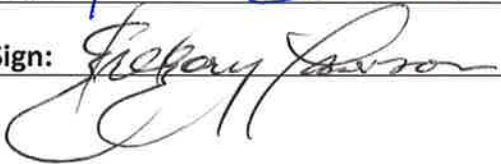




OFFICE OF LABORATORY ANIMAL CARE

STANDARD OPERATING PROCEDURE

SOP Number:	621	OLAC Health Communication	Revision #:	2
Date Effective:	11/9/20		Supersedes:	1

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Director:	Dr. Gregory Lawson	Sign: 	Date: 11-2-20

PURPOSE

The purpose of this SOP is to describe proper communication of OLAC health concerns.

SCOPE

This document covers the procedures to be followed when reporting health concerns on the UC Berkeley campus.

RESPONSIBILITY

OLAC Animal Care Technician, Facility Supervisors, and Veterinary Staff.

DEFINITIONS/ACRONYMS

- OLAC: Office of Laboratory Animal Care
- USDA covered species: USDA covered species include non-human primates, bats, guinea pigs, rabbits, hamsters, gerbils, voles, wild mice (mice caught from the wild), chinchillas, and tuco tucos.
- Non-USDA covered species: Species that are not covered by the USDA include mice bred for research, rats bred for research, reptiles, amphibians, fish, and birds (i.e. zebra finches, starlings, and chickens).
- AHT: Animal Health Technician

PROCEDURE

1. Non-USDA Covered Species (See Appendix 1): Report all health concerns in OLAC's computerized information system as outlined in species specific SOPs.
 - a. If a health concern involving a non-USDA covered species requires immediate treatment or euthanasia (See "Rodent Health Concern Examples" or other species-specific SOP for immediately reportable conditions), contact an AHT or veterinarian via the approved text communication group (e.g. "naf-lks_health" Slack channel for concerns found in NAF or LKS buildings)
2. USDA Covered Species (See Appendix 2): If any health concern involves a USDA covered species, contact an AHT or veterinarian via approved text communication system immediately (See Appendix 4).
 - a. If an AHT or veterinarian cannot be reached via approved text communication, contact Facility

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Supervisor, or if weekend or holiday, contact the on-call Facility Supervisor.

- b. If a Facility Supervisor cannot be reached, call 3-VETS (510-643-8387).
- c. If a Facility Supervisor is reached, the Facility Supervisor is to attempt to contact an AHT or veterinarian via text, phone call, or 3-VETS until an AHT or veterinarian is reached. Facility Supervisor is to triage case in the meantime, if deemed necessary.

3. Animal Health Technicians:

- a. For health concerns involving non-USDA covered species, refer to SOP 705-AHT Medical Health Records.
- b. If a health concern has been reported for a USDA covered species, immediately notify a veterinarian through an approved text communication, group phone, or 3-VETS. AHT is to triage health case immediately.

REFERENCE DOCUMENTS

- SOP 705-AHT Medical Health Records

REVISION HISTORY			
REVISION NUMBER	AUTHOR(S)	EFFECTIVE DATE	REVISION(S)
1	Kayla Lynch	2/11/19	Definitions/Acronyms- removed TigerText and replaced with approved text communication group
			Updated TigerText throughout document with approved text communication group
			Non-USDA Covered Species (See Appendix 1) #2 & 3 updated "AHT-Vet" with "oasis_vetstaff_alert"
			USDA Covered Species (See Appendix 2) #2 updated "AHT-Vet" with "oasis_vetstaff_alert"
2	Amanda Larson		Removed "emergency" from Purpose & Scope
			Updated 1.a.

Appendix 1

Non-USDA Covered Species Examples*:

- Mice of the genus *Mus* (Bred for research)
- Rats of the genus *Rattus* (Bred for research)
- Amphibians (*Xenopus laevis*, *Xenopus tropicalis*, other *Xenopus* species, Bullfrogs)
- Reptiles
- Fish (Sticklebacks, Zebrafish)
- Birds (Zebra Finches, Chickens, Starlings, Hummingbirds)

Appendix 2

USDA Covered Species Examples*:

- Non-human primates
- Bats
- Guinea pigs
- Rabbits
- Hamsters
- Tuco tucos
- Chinchillas
- Voles
- Moles
- Mice not of the genus *Mus*
- Rats not of the genus *Rattus*

** These lists are non-inclusive and other species may be introduced at any time.*

Please contact your supervisor if you are unsure if a new species is USDA covered or not.