



OFFICE OF LABORATORY ANIMAL CARE

Working Instructions

WIN Number:	110	Vole Cage Change	Revision #:	0
Date Effective:	11/15/24		Supersedes:	0

Author(s):	Amanda Larson	Sign:	<i>Amanda Larson</i>	Date:	11-15-24
	Sarah Frantz	Sign:	<i>Sarah Frantz</i>	Date:	11/15/24
Director:	Dr. Gregory Lawson	Sign:	<i>Gregory W. Lawson DVM, PhD, DACLAM</i>	Date:	11/15/2024

PROCEDURE

All work instructions must be demonstrated by the trainer and performed by the trainee.

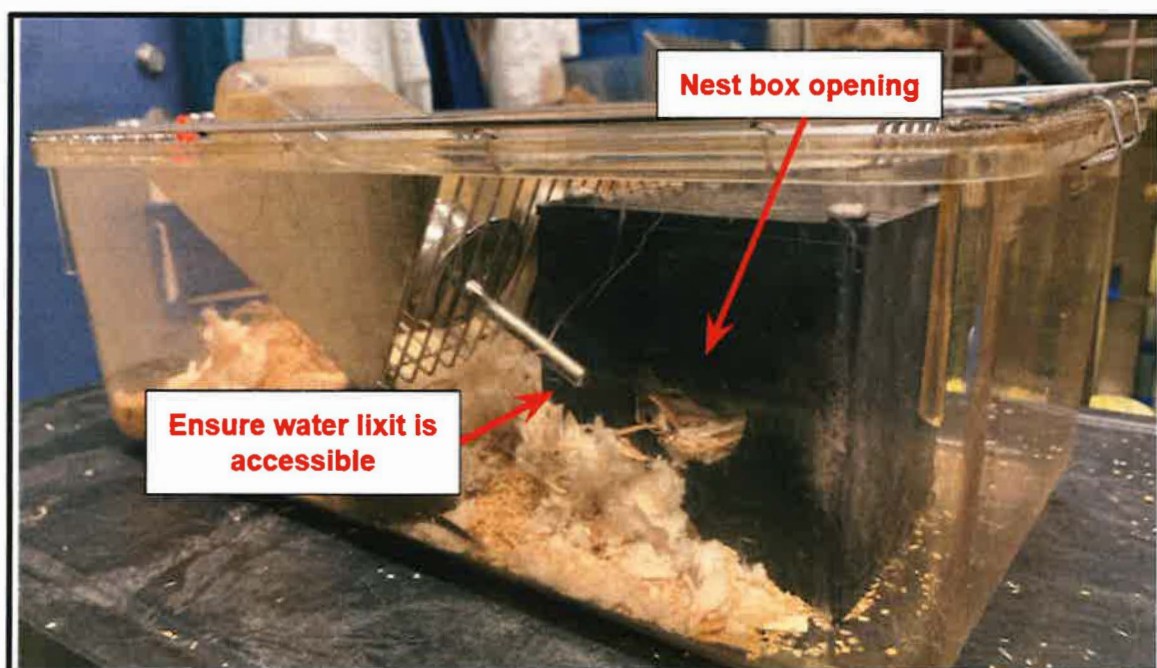
Setup:

1. Collect all the supplies necessary for cage change. Supplies include:
 - a. Clean vole cages
 - b. PVC tubes and/or other approved enrichment
 - c. Nest boxes
 - d. Wire bars
 - e. Lids
 - f. Water bottles with sipper tubes
 - g. Bite-resistant gloves

Cage Change:

1. Don bite resistant gloves.
2. Move the dirty cage onto the table or other approved surface for cage change.
3. Set up a new clean cage next to the dirty cage.
4. Transfer the animals from the dirty cage to the clean cage using proper vole handling techniques.
 - a. DO NOT HANDLE OR PICK UP THE VOLE BY THE TAIL
 - b. Transfer the animals by scooping them into an enrichment tube, nest box, or large cup.
 - c. Assess each animal for health concerns.

- d. If you must handle the animal, use approved bite resistant gloves. Only handle the animals if you have been trained to do so.
5. Comb fingers through the bedding of the dirty cage thoroughly to confirm that all animals have been transferred to the new cage.
6. Place the edible enrichment into the cage.
7. Place the wire bar on the clean cage now containing the animals.
8. Add approved food to the wire bar.
9. Place a new water bottle with sipper tube on the wire bar.
 - a. Check to make sure the sipper tube is not leaking and replace malfunctioning water bottles immediately
 - b. Check to ensure that the sipper tube is not blocked by the nest box (if applicable) and is accessible to animals in the cage.



10. Transfer the cage card holder from the original cage to the new cage.
11. Place the lid on the top of the cage.
12. Return the newly changed cage to the appropriate rack location.
13. Place the empty, used cages on a cart or flatbed and bring them to the dirty cage wash area.

REFERENCE DOCUMENTS

REVISION HISTORY			
REVISION NUMBER	AUTHOR(S)	EFFECTIVE DATE	REVISION(S)