

POLICY & PROCEDURES FOR DEPARTING FACULTY WHO HAVE ACTIVE ANIMAL RESEARCH PROTOCOLS

POLICY:

When a principal investigator's faculty appointment at the University of Virginia (UVA) is terminated, all animal use protocols for that individual must be terminated. Neither the investigator nor his/her staff will be permitted to continue performing animal research or to purchase animals under a terminated protocol and any remaining animals will be disposed of in an approved manner. The Institutional Animal Care and Use Committee (IACUC) office and the Center for Comparative Medicine must receive **written notification at least 90 days** prior to the departure date in order to make necessary arrangements for protocol termination and animal disposition. All arrangements must be completed before departure.

PROCEDURES:

Protocols:

At least 90 days prior to departure, the principal investigator must notify the IACUC office in writing to inform them of the exact date of departure and to make arrangements for terminating or transferring his/her animal use protocol(s).

If the departing investigator plans to continue collaborative research with another qualified UVA faculty member, the collaborating UVA faculty member must agree to accept responsibility for any ongoing research and animals in inventory. The collaborator must also submit a new animal use protocol under his/her name together with a letter that clearly details the nature of the collaborative work, his/her willingness to accept the departing investigator's research project, the extent of his/her experience with the research of the departing investigator, and the timetable for completion of the collaborative project. The collaborator may not continue the departing investigator's research without first receiving full approval for the new protocol.

Animals:

At least 90 days prior to departure, the investigator must also notify the Director of the Center for Comparative Medicine to make arrangements for the disposition of any animals that remain in inventory. If the departing investigator would like to transfer any animals remaining in inventory to another investigator's protocol or have the animals transferred to the new institution, he/she must contact the Director of the Center for Comparative Medicine to obtain approval and to complete the appropriate transfer forms.

NOTE: Failure to adhere to the above policy and procedures will result in the following:

1. Letter of notification sent to the principal investigator; copy sent to his/her department chairman.
2. Expenses billed to the investigator's department chairman for the recovery of costs incurred.
3. Disposition of animals at the discretion of the IACUC.