



College of Veterinary Medicine Policies and Procedures

Subject:

**Usage of MSU-CVM Animal Facilities
By Non-MSU Institutions**

Section: Administrative

Number: *CVM 55.1.30*

Pages: 2

Date: 2021

Replaces Policy Dated: 2015

Cross Reference:

MSU-CVM Policy on Usage of MSU-CVM Animal Facilities by Non-MSU Institutions

This policy describes the process for requesting usage of MSU CVM animal facilities by non-MSU institutions.

1. The AAALAC accredited program at Mississippi State University includes all animal facilities within the College of Veterinary Medicine and the Harned Hall animal facility within the College of Arts and Sciences. MSU CVM animal facilities maintained within the AAALAC program may be used on occasion by an external institution provided that said institution complies with all requirements set forth in this policy. Any usage of an MSU CVM animal research facility by a non MSU institution **must** uphold the reputation, image and compliance standards of MSU. MSU CVM reserves the right to refuse the usage of a facility for any reason.
2. External institutions with an active USDA registration for animal usage, and preferably with AAALAC accreditation, may request to utilize an MSU CVM animal research facility.
3. Requests to use an MSU CVM research animal facility must adhere to the following procedures:
 - a. A request in writing is made to the MSU University Veterinarian, with a copy to the CVM Associate Dean for Administration. The request must contain the following:
 - 1) dates of requested facility usage
 - 2) the specific facility requested
 - 3) the nature of the research
 - 4) the number of animals to be used
 - 5) the IACUC approval protocol
 - 6) the name of the PI and the name of the attending veterinarian
 - 7) special facility, equipment or personnel requests
 - 8) a written program of veterinary care and a formal arrangement with a veterinarian who will be present and available during the conduct of the research project.

- b. If appropriate, a face-to-face meeting will be held with the PI, the University Veterinarian, the CVM Associate Dean for Administration, and the MSU IACUC Chair to discuss the study, and any potential risk to MSU CVM research or client-owned animals, facilities, equipment and personnel.
- c. A copy of the institution's approved IACUC protocol, and documentation of certification of occupational health and animal handling and use training from the institution, must be provided to the University Veterinarian and to the MSU IACUC **before** initiation of any animal work.
- d. If appropriate, any fees associated with usage of the facility, equipment or MSU personnel are negotiated with the CVM Associate Dean for Administration and a contract is signed committing the facility, equipment and personnel to supporting the non-MSU institution's project for the agreed upon fees.
- e. Any damage to MSU CVM facilities and equipment, as assessed by the MSU University Veterinarian, will be repaired and paid for by the non-MSU institution within 14 days of termination of the study. The non-MSU institution will also clean, sanitize and restore to previous working conditions all MSU facilities and equipment used during the conduct of the research study. LARAC will inspect the facility and equipment to ensure restoration of working conditions.
- f. Access by MSU personnel to the facility during the conduct of the research is discussed and agreed upon. The MSU University Veterinarian will have unobstructed access to the animals on the research project at all times.
- g. MSU CVM may require the cancellation of a non-MSU institution's project at any time for reasons of inhumane animal treatment, property damage, security concerns or other issues placing MSU's AAALAC status at risk.

Approval Signature: Kent H. Hoblet 9-24-2021
Kent H. Hoblet, Dean Date