Quarantine Requirements

Quarantine will be set up for all rodents coming in from sources other than the commercial vendors approved by Ohio State (JAX, Charles River, Taconic, Envigo and NIA) and any time mice are shipped by air regardless of the vendor. The quarantine period is 3-6 weeks for full testing unless there are health issues. Space is limited and although we will make every attempt to accommodate investigators needs, we ask that you confirm availability by contacting animaltransport@osu.edu for space prior to requesting animals.

Protocol Requirements

All animals will be ordered under an approved IACUC protocol. If the investigator’s protocol is not in place, Ohio State has an approved IACUC holding protocol that can be used for ordering animals into quarantine. The PI is encouraged to begin the protocol process as the animals are ordered into Ohio State with the idea that the protocol will be close to approval at the time of quarantine release. Colony management and breeding is allowed on the holding protocol during the quarantine time only for sustaining lines with specific approval from the QA director. Please contact animaltransport@osu.edu for requests and holding protocol ordering procedures.

I. Steps to Follow in Ordering Animals under Investigators Protocol

1. Ohio State Principle Investigator (PI)
   a. Before beginning the process, contact the sending PI for the shipping contact information for the animal order.
   b. Log into the eProtocol system - http://orrp.osu.edu/iacuc/e-protocol/
   c. Select the appropriate protocol
   d. Click on the green button on the left (Create Animal Order/Transfer).
   e. Enter the name and contact information of the fiscal approver, and the account being used to purchase AND house (per diem) the animals.
   f. Select “Other” vendor.
   g. When filling in the “Other” contact information please be sure to include the shipping contact or veterinarian from the other institution.
   h. When listing the mice to be ordered, enter each strain and gender (M or F) on separate lines. To add a new line click on the “New Order Line” link.
   i. Once the order is complete, click “Submit Request” on the left under “Activities”.
   j. A confirmation email will be sent stating that the order is in the system.
   k. The fiscal approver will receive email notification that the order has been placed and that fiscal approval is required.
   l. Once fiscal approval is issued, the order moves into QA review.
   m. Contact animaltransport@osu.edu with any questions or documents regarding the order.

2. Process for QA Review (Animal Import personnel) animaltransport@osu.edu
   a. The Import/Export Coordinator will contact the shipping institute and request a health report for veterinary review.
   b. Further testing may be required before the animals are approved for shipment to Ohio State. This will be discussed with the receiving PI prior to coordinating with the sending institution.
   c. Once health status is approved, the order will be approved in the eProtocol system and the animals will be ordered.
   d. The receiving PI and sending institution will be emailed concerning the approval and the animal order going forward.
   e. The order will be forwarded to the Office of Research Animal Purchasing department to issue the purchase order for the animals.

   *Note: The animal order will not be sent forward to purchasing until veterinary approval based upon source health report review is issued.

   f. Arrangements for shipping are made by the sending facility, and Ohio State is provided with the shipping information.

   *Note: Shipments are not accepted on Fridays
II. Quarantine

Notification will be sent when animals arrive. They will be housed in ULAR's rodent quarantine facility at Rightmire Hall.

1. Information on Facility/Husbandry and Testing
   a. All mice are maintained in sterile housing utilizing sterile husbandry techniques in a Biosafety cabinet.
   b. All mice will be caged as they are shipped, unless there is a health issue.
   c. Breeding may be set up the second week of quarantine within the group per request. The PI will be updated on the breeding, pregnancy, pups and wean at no extra charge.

   *Note: Breeding is allowed only among the group received in quarantine. NO animals will be sent from the ULAR facilities to start breeding. If quarantine time is extended then other breeding may be discussed.*

   d. Mice are placed on a Fenbendazole diet for the quarantine timeframe.

   *Note: It must be listed in the order if these animals cannot be on the required treatment. If there is a need for a special diet or water, it should be noted before the shipment is received.*

   e. Observations of all animals are completed once daily, and health issues are under the care of the Senior Animal Health Technician and veterinarian for the facility.

   f. Quarantine for small quarantine groups is typically 4 - 6 weeks. Larger groups may require sentinel mice to be placed with the group for 6 - 8 weeks.

   g. Upon completion of testing with negative results, the investigator will be contacted for final destination and approval to transfer.

   h. The cost of the quarantine testing will be charged to the investigator’s account directly.

2. Additional procedures performed in quarantine

   Tech time is charged for tail clipping, genotyping, ear notching or tagging for identification and bleeding (approved by the veterinarian) at the current price that is charged in 15 minute increments.

3. Working with your animals in quarantine

   a. Access to quarantine is allowed on a case-by-case basis.

   b. animaltransport@osu.edu must be contacted prior to PI staff coming to the quarantine facility.

   c. Research projects are not authorized in the quarantine facility.

   d. Procedures that are allowed in quarantine are as follows: breeding, sampling for genotyping, ear notching, tagging or tattooing.

   e. Breeding that requires reading animal numbers via ear notching is set up by the investigator only.

   f. To make arrangements for going to quarantine please contact animaltransport@osu.edu.

   g. If a procedure other than setting up breeding is planned, (e.g., Tattoo, ear clips, ear notching for genotyping) we must observe your technique to ensure that all procedures follow IACUC approved protocols.

   h. Due to health status (known and unknown) in quarantine and different facilities across campus, personnel are asked to go to quarantine at the end of the day or on a day they will not be going to a cleaner vivarium.

   i. Investigators should plan their day accordingly (cleanest to dirtiest)

4. Hours of Operation

   - ULAR's rodent quarantine facility is open Monday - Friday from 7 a.m. to 3 p.m. Arrangements must be made to complete animal work before closing time. No one is allowed in the quarantine vivarium after hours.
   - Contact animaltransport@osu.edu to schedule a time to work with your animals.
   - Weekend hours are not available.

The above steps help to ensure that all rodents at The Ohio State University remain disease free. Since ULAR animal facilities are used by multiple faculty members, we take these precautions to ensure the universities research programs are not compromised. Your cooperation is appreciated, and we look forward to assisting you in obtaining the animals you need to continue your research.