



I. 7.3.1 Policies and Procedures

Chapter 7 - Research and Sponsored Programs	Original Effective Date: June 2000
Section: 7.3 Laboratory Animal Resources	Date Last Reviewed: June 2021
Responsible Entity: Vice President for Research	Date Last Revised: June 2021

II. Purpose

To describe the function, responsibilities, services, and regulatory oversight of the Department of Laboratory Animal Resources.

III. Scope

This Policy applies to all aspects of teaching, testing and research which require the use of animals at UT Health San Antonio.

IV. Policy

A. Department of Laboratory Animal Resources

The Department of Laboratory Animal Resources (DLAR) is located within the Office of the Vice President for Research, and supports all aspects of teaching, testing and research at the University which require the use of animals. Responsibilities of the DLAR include receipt, housing, husbandry, and veterinary care for research animals.

DLAR facilities are operated in compliance with the Public Law 89-544 (Animal Welfare Act) and its amendments, Public Health Service (PHS) guidelines, and the Guide for the Care and Use of Laboratory Animals (NAS/NRC). Annual inspections are conducted by the United States Department of Agriculture (USDA). The University is accredited by AAALAC, International, which performs accreditation site visits of DLAR on a triennial basis to include research animal care and use facilities, policies, and procedures.

DLAR Services are provided on a cost-recovery basis to research or instructional units by an inter-departmental transfer of funds.

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The DLAR is responsible for:

1. Assuring the institution's compliance with the Animal Welfare Act, PHS guidelines, the Guide, and accreditation requirements of AAALAC, International.
2. Advising investigators and their staff on the humane care and use of animals in research and teaching.
3. Monitoring the health and well-being of all laboratory animals.
4. Managing the animal care programs and the housing facilities.
5. Provision of training to supplement other instructional materials.
6. Assisting in the evaluation process of animal use research protocols.
7. Providing animal husbandry to all animals in UT Health San Antonio.

See [Section 7.4 Institutional Program for the Humane Care and Use of Laboratory Animals](#) in the Handbook of Operating Policies (HOP).

B. Training

The DLAR offers an orientation class once a week for employees to acquire information about the vivarium facilities and services offered. Participants learn about the rules, regulations, policies, and procedures relevant to animal-based research. This includes the animal use occupational health program, required and optional training opportunities, the forms used for access and various DLAR services and departmental personnel contact information. The class is approximately one (1) hour long and is mandatory for all new UT Health San Antonio personnel that will work with research animals. For general inquiries please contact the DLAR main office (210-567-6166).

Hands-on animal procedure training sessions are available to meet investigator personnel needs (e.g., safe animal handling, injection techniques, blood and tissue collection, surgical techniques, et al) for any and all species housed in UT Health San Antonio vivaria. Please contact the DLAR veterinary technician office for additional information and scheduling (210-567-6163).

C. Policies and Procedures

For more information on the follow laboratory animal resources, visit DLAR's website at <https://www.uthscsa.edu/vpr/services/offices/lar>.

1. Budgeting for Animal Research
2. Procurement of Laboratory Animals
3. Vivarium Training and Access
4. Add PID to PeopleSoft
5. Animal Cage Tracking and Billing
6. Animal Housing

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7. Medication-Drug Information
8. Request Procedure Space
9. DLAR FAQs

D. Housing by and Maintenance of Health Status

Research animals are maintained in holding rooms based on immunocompetency status and routine (sentinel) health screening for the presence of adventitious viral or bacterial pathogens. Investigator staff are trained to recognize posted health status signage and understand and follow appropriate biosecurity procedures. This ensures maintenance of research animal health status and data integrity for animal manipulations and during movement to and from procedure or lab space within or outside the vivarium.

V. Definitions

There are no defined terms used in this Policy.

VI. Related References

[Department of Laboratory Animal Resources \(DLAR\) website](#)

VII. Review and Approval History

The approving authority of this policy is the University Executive Committee.

Effective Date	Action Taken	Approved By	Date Approved
06/2000	Policy Origination		
01/2009	Policy Revision		
06/2021	Policy Revision		