



## University of Michigan Policy On Surgical and Tumor Monitoring Records

Professional and regulatory guidelines require the provision of adequate anesthetic and surgical care of research animals, as well as maintenance of permanent anesthetic and surgical medical records. The USDA's Animal Care Policy #3 states that every facility is "expected to have a system of health records sufficiently comprehensive to demonstrate the delivery of adequate veterinary care"; and that it is the institution's responsibility to ensure that the records are readily available. In addition, the *Guide for the Care and Use of Laboratory Animals* (NRC, 2011, p. 115) states that, "Medical records are a key element of the veterinary care program and are considered critical for documenting animal well-being as well as tracking animal care and use at a facility."

In order to assure that veterinary care is properly provided, U-M has established that specific requirements must be followed.

### **All Species**

- Surgical (recovery and non-recovery) records and associated monitoring (peri- and post-operative) records are required
  - At a minimum, records must include:
    - Anesthetic, analgesic (including any pre-emptive medications), or tranquilizing agents (not including experimental drugs)
    - Dosages
    - Frequency and route of administration
    - Frequency of monitoring conducted by laboratory or veterinary staff (example records are provided in the surgery guidelines, see below), including results of pain assessment performed prior to discontinuing analgesics
    - Date each entry was made and initials of the person making the entry
- Tumor monitoring records are required for animals that are being monitored for experimental tumors. These records will be used to ensure that animals are removed from the study at the approved protocol endpoints. Such records must be maintained until the study endpoint for the animal
- All records must be contained within the animal room, or in close proximity to the animal, for at least the duration of the post-procedural period (see below for species-specific guidelines).

### **Species covered by the USDA Animal Welfare Act (e.g., dogs, cats, sheep, nonhuman primates, cattle, pigs, rabbits, guinea pigs, hamsters, gerbils, wild mice and rats, voles, cotton rats)**

- In addition to the above requirements:
  - Once the animal is fully recovered through the post-procedural period (e.g., suture or wound clip removal) or euthanized, records can be removed from the room, but copies must be transferred to the ULAM veterinary staff.
  - Records must be maintained by the ULAM veterinary staff for at least three years following the expiration of the associated protocol.



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Species not covered by the USDA Animal Welfare Act (e.g., rats and mice bred for research, fish, birds, reptiles, and amphibians)

- Once the animal is fully recovered through the post-procedural period (e.g., suture or wound clip removal) or euthanized, completed records (or copies of such records) must be submitted to the vivarium husbandry supervisor.

### Resources

- [Guidelines for the Performance of Survival Surgery in Rodents](#)
- [Guidelines for the Performance of Surgery in Non-Rodent Mammals](#)
- [Guidelines on Medical Records for Investigative Personnel](#)
- [Guidelines and SOP on Tumor Monitoring](#)