

ANIMAL CARE AND USE PROGRAM REVIEW FORM (for interim visits)

**SECTION 5. CONTINUING EDUCATION & TRAINING**

 **OCCUPATIONAL HEALTH & SAFETY**

**CRISIS MANAGEMENT**

**Name of the institution:**

 **CONTINUING EDUCATION AND TRAINING PROGRAM**

 It is the responsibility of the institution, through its Animal Care Committee (ACC), to ensure that its animal care

 and veterinary staff and animal users have the opportunity to become as well-qualified as possible. As in any field,

 opportunities for continuing education and training should be provided, and all personnel should be encouraged to

 participate. Please refer to the *CCAC policy statement for: senior administrators responsible for animal care and*

 *use programs*.

 **Animal Care & Veterinary Staff**

**500. a) For consulting and newly-hired (hired since the last CCAC assessment visit) institutional**

 **veterinarians, are continuing education opportunities as outlined in Appendix VI of the *CCAC***

 ***policy statement for: senior administrators responsible for animal care and use programs* made**

**available by the institution?**

**[ ]  Yes [ ]  Yes and No [ ]  No**

 **b) Please list the continuing education related to animal care and use in science taken by each consulting and newly-hired institutional veterinarian since the last CCAC assessment visit:**

**501. Please list the training and continuing education opportunities related to animal care and use in science taken by each member of the veterinary staff (if not listed in question 500) and animal care staff since the last CCAC assessment visit (e.g. courses, conferences, workshops, training sessions organized within the institution or through visits to other institutions):**

 **Animal Users**

 Institutions are required to follow the 1999 *CCAC guidelines on: institutional animal user training* (for senior and

 junior investigators, study directors, post-doctoral fellows, research staff and graduate students). The CCAC

 provides information to complement these guidelines, including a complete course for the Core Components of the

 Recommended Syllabus in a WebCT format, and continues to post available resources, materials and courses on its

 website (www.ccac.ca).

**502. a) Describe what is done to ensure that animal users (including senior and junior investigators, study directors, post-doctoral fellows, research staff and graduate students) are adequately trained to use animals:**

 **b) How is the competency of animal users evaluated?**

 **c) How is the training of individual users tracked?**

 **OCCUPATIONAL HEALTH AND SAFETY PROGRAM**

 Those working with experimental animals risk exposure to physical hazards (e.g. heat, noise, radiation), chemical

 hazards (e.g. disinfectants, cleaning solutions), and intestinal parasites, enteric bacteria, pathogenic organisms, and

 animal bites. All animal care and use, including laboratory and field studies, should be covered by an occupational

 health and safety program. All persons using the facility should also be familiar with the requirements of relevant

 federal, provincial and municipal legislation. See Chapter VIII of the *CCAC Guide to the Care and Use of*

 *Experimental Animals*, Volume 1, for further details.

**506. Does the institution have an occupational health and safety (OHS) program in place with respect to animal use?**

 **[ ]  Yes [ ]  Yes and No [ ]  No**

 **Please elaborate if your answer is "Yes and No" or "No":**

**507. a) Who is responsible for its application and how is the implementation of OHS measures monitored?**

 **b) How do(es) this or these person(s) work with the ACC to ensure that all animal-based risks are covered?**

 **c) How are those who work with or near animals trained to recognize and mitigate risks?**

 **COMMENTS OR ADDITIONAL INFORMATION**

**531. Comments or additional information:**

 **APPENDICES**

 Please provide the following appendices and use the checklist to indicate that they have in fact been included.

 If you are not including one or more of the requested appendices, please briefly explain why for each.

**[ ]  Appendix 5A: List of institutional training courses/sessions offered to animal users, if available, along with course outlines.**

**[ ]  Appendix 5B: Table of contents of the occupational health and safety program.**

**[ ]  Appendix 5C: A copy of the crisis management program, as it applies to the animal care and use program.**

**[ ]  Additional Appendices (specify):**

**Please explain if you are excluding any of the requested appendices:**