eIACUC Submission Form Changes for 4/12/19 Solution Update
OVERVIEW

The eIACUC software upgrade scheduled for Production on 4/5/19 introduces a number of refinements to the eIACUC solution designed to reduce redundancy, increase functionality and improve the user experience. Many of the changes were directly related to the eIACUC submission form. There were also refinements to other software components to improve system workflow and reviewer experience. This presentation presents only those upgrades related specifically to the eIACUC submission form. If you would like more information on other system refinements, please contact the IACUC office.

The following slides illustrate the submission form changes made to the new version. If you have questions or concerns please contact the IACUC office for assistance.
Changes:
Reorganization of roles by category as shown

Breaking out of euthanasia duties by type to clarify training requirements

Addition of new roles to identify individuals who will require specific training either prior to protocol approval (“new to animal species on protocol”) or post-approval (“Surgeon in training” and “Euthanasia-Training in physical methods”). Addition of these new roles is designed to decrease confusion regarding training requirements, and increase efficiency and documentation of required training.
Changes:
Under the pop-up screen for the funding sources the following changes were made:

**Question 3:** Clarification regarding the internal billing code. For sponsored awards (external funding) the EPEX number is required. This number should be assigned to the grant when submitted. For internal funding (i.e. departmental funding) the speed type should be used.

**Question 7 (NEW):** “Funding Status of the Award (Submitted/Pending/JIT/Active)”. This question was added in the pop-up and also brought forward to the main screen (see above) to allow the research lab to add details with respect to funding status and deadlines for award.
### Changes

- Variable procedures questions removed
- Variable procedures moved under common procedures (see red boxes in example)
- Variable Description moved under the “Procedure Timing” Question (question 6) (not shown in this view)
- Housing Conditions types visualized on the main page in the new version (question 8)

### Table

<table>
<thead>
<tr>
<th>Name</th>
<th>Species</th>
<th>USDA Count Pain Category</th>
<th>Common Procedures</th>
<th>Variable Procedures</th>
<th>Variable Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Euthanasia Exsanguination-Mice (Standard/Abridged)</td>
<td><strong>Moved</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Substance Administration: 2,2,2-trifluoroethanol anesthesia (Team)</td>
<td><strong>Moved</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Substance Administration: Intranasal infection with mouse adapted influenza and parainfluenza viruses (Team)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigate approaches to prolong lung TRM lifespan by prime-boost vaccination strategies</td>
<td>Rodent: Mouse</td>
<td>no</td>
<td>1500 N/A</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Moved**

The variables of the experiment include the number of boosting infections, the route of boosting infection (intranasal versus intramuscular), and whether mice will be challenged to assess protective immunity.
4. * Would administering this procedure in an awake animal cause any more than momentary pain and distress?
   - Yes
   - No

If yes,

i. Identify expected symptoms from administering this procedure. Pain from surgical procedure will be treated with analgesic medications.

ii. Identify criteria under which animals will be removed from research, including but not limited to humane endpoints. Any animals found to exhibit severe or irreversible symptoms of pain, distress or heart failure will be euthanized immediately by CO2 inhalation in a dedicated chamber.

Criteria for euthanasia include:
1. Loss of 25% of body weight from baseline weight when assigned to the protocol.
2. Major organ failure or medical conditions unresponsive to treatment such as respiratory distress or cardiac cachexia.
3. Surgical complications unresponsive to immediate intervention including bleeding, circulation failure, infection, and wound dehiscence.

If animals show signs of post-operative distress, they will be treated immediately with analgesic medications as described below. There will be no planned deviations from the Emory Endpoint Guidelines. Death will not be used as a planned ‘endpoint’ and IACUC will be notified directly or by on-line form of any unplanned adverse events or deaths.

5. Do any of these animals experience unrelieved pain or distress?
   - Yes
   - No

If yes,

i. Provide scientific justification as to why pain/stress relieving drugs cannot be used. Provide monitoring plans, supportive care to be provided and humane endpoints if they differ from those described under scientific aims.

Clarification to instructions

Changes:
NOTE: These changes will be evident for all procedure types (universal field)

Revision of text in question 4 to provide greater clarity in regard to what constitutes more than momentary pain or distress and to separate out unrelieved pain and stress into its own question.

Revision of text in question 5 to reduce redundancy if monitoring plans are already described.
SUBSTANCE ADMINISTRATION PROCEDURE

Changes:
Revised text in questions 1 and 3 (page 2 of the procedure form) to provide further instruction and increased clarity

Removed original questions 6, 7 to reduce redundancy and streamline submission

Clarification to instructions
Removal of redundant questions
FOOD OR FLUID RESTRICTION PROCEDURE

Food or Fluid Restriction

1. * Restrictions:
   - Fluid

2. * How many hours will the food/fluid be restricted:
   - 2016

New version

Food or Fluid Restriction

1. * Restrictions:
   - Fluid
   - Food

2. * Indicate the length of time food/fluid will be regulated:
   - 3 weeks

Changes:
Revised text in question 2 (page 2 of the procedure form) to allow for greater freedom of response. Original question only allowed for a numerical value. Revised field allows alphanumerical text.
Changes:
Language changes in question 1,2 to provide clarity. NOTE: Strains which are not indicated to have adverse phenotypes prior to specific experimental manipulation do not need to be indicated here.

Pop-up Question 4: Added to the main page view to provide clarity for review.
Changes:
Reorganized main page table view to provide clarity and ease of submission/review.

Revised text in question 1 to provide further instruction and increased clarity

Added questions 3,4 to provide required information in a clearer format to streamline review.

NEW QUESTION

NEW QUESTION

NEW QUESTION
**Changes:**
Reorganized the main page table view to provide clarity and ease of submission/review.

Added question 4 in the pop-up to provide summary statement regarding duplication search.

Streamlines review
Changes:
Added further instructive language in the pop-up question 5 to provide increased information for how to address the question.
BREEDING PAGE

Current version

For Emory specific guidance on Breeding, click here.

Breeding

1. * Describe the objectives and justifications for this breeding activity:

   Question Removed from new version

2. * Describe the methods you will use to identify offspring and to collect tissues for genotyping:

Changes:
Removed Question 1 to reduce redundancy and increase ease and clarity of protocol submission. All remaining questions renumbered.
Changes:
Added field for Original Protocol Approval Date. Approval Date indicates last approved version including any annual review or approved amendment.
Changes:
Addition of a checklist to assist both research staff and IACUC to ensure proper review and update of protocols at time of required annual review. Note this only applies to ACT-species protocols and those covered by selected entities such as Department of Defense.