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### Chemical Standard Operating Procedure for *In vivo* studies

This document is intended for the use of toxic, hazardous, or potentially hazardous chemicals and/or drugs administered to animals. All experiments performed must have an SOP outlining the steps and risks and mitigations of the experimental process. **This SOP should have an accompanying Chemical SOP for laboratory procedures and practices.** This SOP must be attached to the IACUC protocol and made available to Animal Care Services staff upon request.

The Investigator and Laboratory Staff are required to notify Animal Care Services **2 business days prior to the start** of any experiments involving toxic, hazardous, or potentially hazardous chemical in animals.

Agent Name (s)			
IACUC Number(s)			
Investigator Name(s)			
Procedure Author			
Creation Date	Review Date(s)	Revision Date(s)	
Name of Responsible person			
Location to be performed			
1.	<b>THIS STANDARD OPERATING PROCEDURE (SOP) IS FOR ANIMAL WORK INVOLVING:</b>		
	<input type="checkbox"/> Chemicals used in animals <ul style="list-style-type: none"> <li>• Examples: Perfusions, toxic or hazardous drugs, pesticides, reproductive toxins.</li> </ul> <input type="checkbox"/> Investigational and/or Novel Compounds with limited, or no toxicity data available <ul style="list-style-type: none"> <li>• Examples: Pharmacokinetic studies</li> </ul> <input type="checkbox"/> Nanoparticles <ul style="list-style-type: none"> <li>• Examples: Iron oxide nanoparticles, etc.</li> </ul>		
2.	<b>RISK IDENTIFICATION: <i>Identify potential safety hazards.</i></b> <input type="checkbox"/> Carcinogen <input type="checkbox"/> Sensitizer <input type="checkbox"/> Irritant <input type="checkbox"/> Acute Toxicity – Harmful <input type="checkbox"/> Acute Toxicity – Fatal Single Dose <input type="checkbox"/> Germ Cell Mutagen <input type="checkbox"/> Reproductive Toxicity <input type="checkbox"/> Target Organ Systemic Toxicity: Single Exposure <input type="checkbox"/> Target Organ Systemic Toxicity: Repeated Exposure <input type="checkbox"/> Other:		



	<b>Exposure Limit and Duration of Administration:</b>
3.	<p><b>EH&amp;S TRAINING REQUIREMENTS</b> List the general and laboratory-specific training required.</p> <p><input type="checkbox"/> User Laboratory Training</p> <p><input type="checkbox"/> Hazardous Waste Management Training</p> <p><input type="checkbox"/> Other</p> <p><input type="checkbox"/> Other</p>
<b>Procedures for Handling and Disposing Equipment and Animals Administered a Chemical Hazard</b>	
4.	Outline the process for transporting toxic, or hazardous, chemicals/drugs to Animal Care Services (ACS) Rooms, include the packaging information. Describe in a step-by-step process, highlighting the steps with the highest hazards:
5.	<p><b>TRANSPORTATION OF ANIMALS EXPOSED TO CHEMICALS</b> If applicable, outline the steps to transport animals administered chemicals to and from locations. Include the packaging and location information.</p>
6.	<p><b>WHAT ENGINEERING CONTROLS WILL BE USED TO MINIMIZE EXPOSURES TO THESE HAZARDS IN ANIMAL CARE SERVICE ROOMS?</b> See <a href="#">Rodent Housing Procedures &amp; Practices</a></p> <p><input type="checkbox"/> Biosafety Cabinet</p> <p><input type="checkbox"/> Animal Transfer Station</p> <p><input type="checkbox"/> Static caging</p> <p><input type="checkbox"/> Negative pressure ventilated caging</p> <p><input type="checkbox"/> Positive pressure ventilated caging</p> <p><input type="checkbox"/> Other:</p>
7.	<p><b>WHAT PERSONAL PROTECTIVE EQUIPMENT IS REQUIRED DURING CAGE CHECKS AND HANDLING OF ANIMALS AFTER ADMINISTRATION?</b> See <a href="#">Rodent Housing Procedures &amp; Practices</a></p> <p>Supplied by ACS: <i>select all that apply</i></p> <p><input type="checkbox"/> Gown</p> <p><input type="checkbox"/> Boufant Cap</p> <p><input type="checkbox"/> Face shield</p> <p><input type="checkbox"/> Goggles (not supplied by ACS)</p> <p><input type="checkbox"/> Surgical mask</p>



	<input type="checkbox"/> Gloves <input type="checkbox"/> Double gloves <input type="checkbox"/> N-95 respirator (not supplied by ACS) <input type="checkbox"/> Other:
8.	<p><b>WHAT PERSONAL PROTECTIVE EQUIPMENT IS REQUIRED DURING CAGE CHANGES AND CAGE DUMPING AFTER ADMINISTRATION?</b> See <a href="#">Rodent Housing Procedures &amp; Practices</a></p> <p>Supplied by ACS: <i>select all that apply</i></p> <input type="checkbox"/> Gown <input type="checkbox"/> Boufant Cap <input type="checkbox"/> Face shield <input type="checkbox"/> Goggles (not supplied by ACS) <input type="checkbox"/> Surgical mask <input type="checkbox"/> Gloves <input type="checkbox"/> Double gloves <input type="checkbox"/> N-95 respirator (not supplied by ACS; see <a href="#">Steps for Respirator Use</a> ) <input type="checkbox"/> Other: <i>Click or tap here to enter text.</i>
9.	<p>Are hazardous materials excreted by animals?</p> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown <p>If yes, in:</p> <input type="checkbox"/> Urine <input type="checkbox"/> Feces <input type="checkbox"/> Other: <p>Clear Date (if applicable):</p>
10.	<p>If hazardous materials are excreted by animals, explain how animals and cages are handled</p> <input type="checkbox"/> Contaminated cages changed by laboratory staff <input type="checkbox"/> Contaminated cages changed by ACS
11.	<p>If hazardous materials are excreted, how will the bedding and waste be labeled prior to disposal? See <a href="#">Rodent Housing Procedures &amp; Practices</a></p> <input type="checkbox"/> Not Applicable <input type="checkbox"/> Chemical; Non-Regulated Waste for incineration <input type="checkbox"/> Chemical; Regulated Waste for disposal through EH&S Hazardous Waste <input type="checkbox"/> Nanoparticle; Non-Regulated Waste for incineration <input type="checkbox"/> Nanoparticle; Regulated Waste for disposal through EH&S Hazardous Waste <input type="checkbox"/> Other:



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12.	How animal carcasses are be disposed of? <input type="checkbox"/> Incineration <input type="checkbox"/> Other:
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<b>APPROVAL</b> <i>Standard Operating procedures must be approved by the Principle Investigator.</i>	
<i>PI (name, signature, date)</i>	
Comments	



Please complete the following section as part of the SOP preparation procedure.

The following completed label must be printed and used to identify cages and racks holding animals exposed to chemical agents. The procedures described in this SOP must be discussed with the facility manager prior to administration of chemicals to animals:

Label to be placed on rack holding the cages housing animals exposed to chemical agents

<b>*****Chemical Hazard in use*****</b>	
PI: _____	
<b>Agent:</b> _____ <input type="checkbox"/> Chemical <input type="checkbox"/> Novel agent <input type="checkbox"/> Nanoparticle	<b>Disinfectant:</b> <input type="checkbox"/> Virkon-S 1% <input type="checkbox"/> Bleach <input type="checkbox"/> Other
<b>Date of administration:</b> <b>Clear Date (if applicable):</b>	<b>Housing:</b> <input type="checkbox"/> static <input type="checkbox"/> positive ventilation <input type="checkbox"/> Negative ventilation
<b>Cage card #'s:</b>	<b>Carcass disposal</b> <input type="checkbox"/> Incineration <input type="checkbox"/> Other
<b>Must handle in Biosafety Cabinet?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Additional information/Requirements:</b> (e.g. safety sharps recommended, may return to ABSL-1 housing, etc.)
<b>Who will change cages?</b> <input type="checkbox"/> Lab staff <input type="checkbox"/> ACS <input type="checkbox"/> Other	
<b>Required PPE:</b> <input type="checkbox"/> Yellow gown <input type="checkbox"/> N-95 respirator <input type="checkbox"/> Bouffant <input type="checkbox"/> Surgical mask <input type="checkbox"/> Face shield <input type="checkbox"/> Gloves <input type="checkbox"/> Goggles <input type="checkbox"/> Double gloves <input type="checkbox"/> Other:	<b>Facility manager verified (initial):</b>