

Iowa City VA Health Care System Scope of Practice for Research Personnel Animal and/or Bench Research

RESEARCH PERSONNEL NAME:								
Species:	<input type="checkbox"/> Not Applicable	<input type="checkbox"/> Rat	<input type="checkbox"/> Mouse	<input type="checkbox"/> Dog	<input type="checkbox"/> Hamster	<input type="checkbox"/> Guinea Pig	<input type="checkbox"/> NHP	<input type="checkbox"/> Other:
PRINCIPAL INVESTIGATOR/PRIMARY SUPERVISOR:								

This Scope of Practice is specific to the duties and responsibilities of the above individual, as an agent of the listed Principal Investigator. The employee is specifically authorized to conduct research involving animal subjects and/or bench research with the responsibilities outlined below in conjunction with approved research protocols. Under no circumstance may anyone perform research duties outside their approved Scope of Practice for research. The Principal Investigator remains responsible at all times for the conduct of the employee and must complete, sign and date this Scope of Practice.

PROCEDURES:

A Research employee may be authorized to perform the following duties and procedures on a regular and ongoing basis. They may be performed without specific prior discussion/instruction from the Principal Investigator. The Principal Investigator must check the appropriate box that pertains to the research employee's position. The original signed copy of this document must be maintained in the Research and Development Office.

Routine Duties	Applicable	Not Applicable
Safely handles toxic, carcinogenic, or flammable reagents, and uses appropriate protective equipment and/or clothing.		
Handles biomaterials, microbial or viral agents, pathogens, and/or toxins.		
Safely operates routine laboratory equipment (e.g. centrifuges, safety cabinets, exhaust hoods, etc.).		
Handles radioactive materials and/or radiation generating equipment. <i>Radiation Safety approval required to order/use radioactive materials.</i>		
Collects and manages the secure storage of data including data bases and experimental results.		
Processes and ships specimens, chemicals, reagents, etc. <i>Requires Shipping of Hazardous Materials training. US Dept of Transportation.</i>		

Understands safe reagent/chemical handling and labeling. Knows MSDS location and use.		
Knows hazardous waste generation, handling and storage requirements.		
Works with recombinant DNA.		
Knows location and use of safety shower, eyewash, fire blanket, fire extinguisher, flammable chemical storage.		
Only ACORP (Animal) Research Users Continue Below:		
Uses safe procedures involving animals and uses protective equipment appropriately (e.g. gloves, mask, eye protection, protective clothing).		
Is knowledgeable about the ethical and safe handling of animals and performs procedures involving animals (e.g. tailing, surgery, and/or behavioral interventions). <i>Requires completion of the CITI Species Specific training.</i>		
Identifies endpoint criteria - Identifies when protocol endpoints are reached, as described in approved protocol.		
Does pre-procedural and post-procedural monitoring, reporting pain or abnormalities for immediate remediation.		
Performs special husbandry and/or practices as described in the approved ACORP. Please list briefly:		
Performs Category D and / or E procedures, as approved in the ACORPs.		
Performs / participates in enrichment procedures for animals.		
Performs / participates in antibody production.		
Performs surgical procedures as described in approved ACORPs.		
Administers euthanasia for animals in approved ACORPs.		
Performs pre – or post- euthanasia tissue collection.		
Administers parenteral injections (IP-intraperitoneal, SQ-subcutaneous, IM-intramuscular, IV-intravenous) I		
Administers Intracerebral Injections.		
Administers substances PO (orally).		
Obtains blood specimens from ACORP-approved animals		

Miscellaneous Duties (if applicable):

_____ is authorized to perform in the following miscellaneous duties not otherwise specified in this Scope of Practice.

PPE Selection

	Potential Hazard Type	PPE To Be Worn (Check all that apply)	
A	Use or Handling of Biological Agents, Human tissues, Animal tissue, live animals (body/skin/hand contact)	<input type="checkbox"/> Lab coat/ gown/ scrubs/ apron <input type="checkbox"/> Safety goggles	<input type="checkbox"/> Face Shield <input type="checkbox"/> Gloves, Non latex
B	Use or Handling of Chemicals (Chemical splash in eye, body/skin/hand contact) Note: Working with Batteries always includes: Safety Shoes; Chemical Resistant Apron, Gloves and Face Shield; (Above 50 Volts requires a hard hat as well).	<input type="checkbox"/> Lab coat/gown <input type="checkbox"/> Scrubs or apron <input type="checkbox"/> Chemical resistant gloves	<input type="checkbox"/> Safety Goggles <input type="checkbox"/> Face Shield <input type="checkbox"/> Gloves, non-latex gloves
C	Physical Harm from Equipment, Process, or Material (foot or head injury, eye injury from lasers, UV etc.)	<input type="checkbox"/> Safety Shoes <input type="checkbox"/> Safety Glasses	<input type="checkbox"/> Hard Hat <input type="checkbox"/> Face Shield
D	Other	<input type="checkbox"/> Heat resistant gloves	<input type="checkbox"/> Respiratory Protection (N95 respirator) <input type="checkbox"/> Respiratory Protection (Other)

Note: If respiratory protection is required, contact the ICVAHCS Safety Office to see if other requirements apply (i.e. medical clearance, fit testing).

Annual Education Requirements:

1. Working with the VA IACUC*
2. Species Specific Training*
3. Radiation Training**
4. Biosafety Training
5. VA Privacy and Information Security Awareness and Rules of Behavior (TMS #10176)
6. VA Safety Training

*Animals only: Training on the CITI Program website – www.citiprogram.org

**Radiation use only

ANNUAL REVIEW OF SCOPE OF PRACTICE

The Scope of Practice must be reviewed with necessary changes made if needed and signed on an annual basis. Please keep a copy and send the original to the VA Research Office (151).

Annual Review	Date
PI Sign _____ Employee Sign _____	
PI Sign _____ Employee Sign _____	
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