Montclair State University | Guidance and Information from the Office of the IACUC
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE
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Post-Approval Monitoring Checklist

PAM visitation date: _____ PAM visitation site: _____

IACUC protocol(s) under review (# and expiration date): _____

Investigator: _____ If student, faculty supervisor: _____

Pain Category: _____

Protocol personnel present: _____

PAM Liaison present: _____

Room Number(s): _____ Is this a PI-maintained area? ☐ Yes ☐ No

The Protocol and Personnel:	Yes	No	Not observed	Not applicable	Notes:
Most recent version of IACUC approved protocol available for reference (including modifications)	☐	☐	☐	☐	
Most recent annual check-in of this protocol completed	☐	☐	☐	☐	
All investigators and research personnel have read the protocol	☐	☐	☐	☐	
Room(s) where animals are taken listed on the protocol	☐	☐	☐	☐	
All personnel involved listed in the protocol	☐	☐	☐	☐	
Personnel training on protocol procedures and humane endpoints consistent with the protocol and clearly documented	☐	☐	☐	☐	
CITI training current for all personnel	☐	☐	☐	☐	

Personnel trained to handle toxic or dangerous materials or animals and trained in potential transmission of zoonotic agents between researchers and study subjects; documentation available	☐	☐	☐	☐	
Appropriate personal protective equipment (PPE) used	☐	☐	☐	☐	
Personnel current with Occupational Health requirements	☐	☐	☐	☐	
Report a Concern sheet present (whistleblower)	☐	☐	☐	☐	
Emergency plan and telephone numbers available	☐	☐	☐	☐	

Animal Laboratory:	**Yes**	**No**	**Not observed**	**Not applicable**	**Notes:**
Cleanliness/sanitation/density acceptable	☐	☐	☐	☐	
Documentation of environmental monitoring (temperature, humidity)	☐	☐	☐	☐	
Animal species, strains, ages and number as approved	☐	☐	☐	☐	
Protocol number on the animals' cage cards match approved IACUC protocol number	☐	☐	☐	☐	
Individual animals appropriately identified (cage cards, ear tags, tattoos, etc.)	☐	☐	☐	☐	
Animal husbandry practices as approved and details clearly documented, including animal health monitoring and cage changes as appropriate	☐	☐	☐	☐	
Maintenance of research-related animal records: ● Animal acclimation	☐	☐	☐	☐	

• Breeding colony maintenance • Food and fluid regulation • Body weight assessments • Enrichment	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	
Drugs/medications/anesthetics as approved and accurately documented	☐	☐	☐	☐	
Storage/documented use of controlled substances	☐	☐	☐	☐	
Non-surgical animal procedures as approved	☐	☐	☐	☐	
Injections, blood collection and fluid collection amounts dated and documented	☐	☐	☐	☐	
Lab is approved by the IACUC if housing USDA species for greater than 12 hours (24 hours for rats and mice)	☐	☐	☐	☐	
Drugs, suture materials, and other items within expiration dates	☐	☐	☐	☐	
Sharps containers located within the lab	☐	☐	☐	☐	
Experimental diet(s) used	☐	☐	☐	☐	
Special housing used	☐	☐	☐	☐	
Adverse events documented and reported to the IACUC, including submission of work orders to Facilities as appropriate	☐	☐	☐	☐	
Safety issues or other concerns that pose a threat to human or animal safety or animal welfare?	☐	☐	☐	☐	

Anesthesia:	Yes	No	Not observed	Not applicable	Notes:
Methods of anesthesia in compliance with protocol and accurately documented	☐	☐	☐	☐	
Personnel properly trained to perform anesthesia	☐	☐	☐	☐	
Anesthetized animals monitored according to the approved methods in the protocol	☐	☐	☐	☐	
Animals maintained at an appropriate depth of anesthesia for the procedure performed	☐	☐	☐	☐	
Inhalant anesthetics scavenged appropriately	☐	☐	☐	☐	
Pharmaceutical-grade compounds used for anesthesia	☐	☐	☐	☐	
Anesthetic machines serviced and calibrated annually	☐	☐	☐	☐	

Surgical Procedures and Post-Surgical Care:	Yes	No	Not observed	Not applicable	Notes:
Surgical location and techniques consistent with protocol (including animal preparation and post-surgical areas and techniques)	☐	☐	☐	☐	
Up-to-date and complete surgical/procedural log (i.e. USDA medical record)	☐	☐	☐	☐	
Personnel performing surgical procedures trained to do so	☐	☐	☐	☐	
Aseptic technique used for survival surgery	☐	☐	☐	☐	
Surgical materials sterilized	☐	☐	☐	☐	
Surgical materials not expired	☐	☐	☐	☐	
Analgesics used for painful procedures and/or surgery (unless	☐	☐	☐	☐	

scientific justification for not using analgesia approved by IACUC)					
Post-surgical analgesia consistent with protocol	☐	☐	☐	☐	
Analgesic dosages, frequency and routes of administration accurately recorded	☐	☐	☐	☐	
Post-surgical monitoring and care performed and progress documented (appropriate heat source used for recovery)	☐	☐	☐	☐	
Post-operative problems reported to Veterinary/Vivarium staff	☐	☐	☐	☐	
Identification method in place to indicate which animals have had a procedure performed on them	☐	☐	☐	☐	

Euthanasia:	**Yes**	**No**	**Not observed**	**Not applicable**	**Notes:**
Animals euthanized at humane endpoints	☐	☐	☐	☐	
Euthanasia performed per protocol and details of all animal deaths (including animals found dead) clearly documented	☐	☐	☐	☐	
All euthanasia methods comply with 2020 AVMA Guidelines for Euthanasia of Animals	☐	☐	☐	☐	
Euthanasia performed away from the presence of other live animals	☐	☐	☐	☐	
Death assured by performing an approved physical/secondary method of euthanasia	☐	☐	☐	☐	
Carcass disposition appropriate	☐	☐	☐	☐	

Are there any resources you feel could help improve your research process?
☐Yes (please explain below) ☐No

Summary of visit notes:

IACUC PAM Liaison signature Please print name CLEARLY