# Animal Care Holding Policy Request Form

## Project Information

The following applies to all animals under the Animal Care Holding Policy:

- No experimental procedures are allowed while animals are on the Animal Care Holding Policy;
- Per diem charges will still accrue while animals are on the Animal Care Holding Policy;
- Animal Care and the Animal Research Protection Program must provide written approval (via signatures on this form) to permit the transfer of animals.

Please see the [IACUC Policy on Holding of Animals not covered by active Animal Care and Use Protocols](#) for more details, then complete the project information below.

<table>
<thead>
<tr>
<th>Date submitted:</th>
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<tbody>
<tr>
<td>Principal Investigator (PI):</td>
<td></td>
</tr>
<tr>
<td>Current Protocol #:</td>
<td></td>
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<tr>
<td>Name of Sponsor:</td>
<td></td>
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<tr>
<td>Submitted by:</td>
<td></td>
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<td>Contact info (phone/email):</td>
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<tr>
<td>Anticipated length of time on temporary holding protocol:</td>
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<td>Transfer Date:</td>
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Reason for request:

- [ ] Expired/lapsed protocol
- [ ] Newly arriving PI
- [ ] Departing PI
- [ ] Study ending
- [ ] IACUC suspension/termination
- [ ] Other, please explain: ____________________________

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1 Animals may not remain on the Animal Care Holding Policy for greater than sixty (60) days without a compelling written justification submitted to and approved by the IACUC.
Account Information

I understand that any animal-related charges that accrue while animals are under the Animal Care Holding Protocol will continue to be the responsibility of the Principal Investigator and may not be charged to an external funding agency (i.e., via charges to a grant, contract, cooperative agreement, etc.) when due to noncompliance or failure to obtain IACUC approval for a 3-year renewal.

Account to be charged: ________________________________________________

Initial and date: _______________________________________________________

For information regarding:

- Current pricing and billing, contact Kathleen Sousa, Manager, Finance and Administration, at 863-7754.
- Animal related concerns, contact Dr. Lara Helwig, Attending Veterinarian, at 863-3223.
- IACUC related concerns, contact the Animal Research Protection Program (ARPP), at 863-3050 or IACUC@brown.edu.

Please proceed to the Animal Information form

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2 Animal charges will be prohibited on any federal awards. If there is an external non-federal sponsor to which the investigator wishes to allocate charges, written confirmation from the sponsor and/or OSP that this is allowable will be required.
Animal Care Holding Policy Request Form

Animal Information

Please complete the animal information below.

| Species:       |
| Strain/Breed:  |
| Building/Room location: |
| Animal ID(s):  |
| Total number of animals to be transferred*: |

Animal Care must be notified of any significant research or health related conditions prior to the transfer of animals to the Holding Protocol. Please select where applicable and provide additional information below:

- [ ] Existing surgical implants
- [ ] Biological, Chemical, or Radiation hazards
- [ ] Zoonotic disease
- [ ] Special dietary needs
- [ ] Past surgical history
- [ ] Viral vectors
- [ ] Poor fecundity

Additional Information: ________________________________________________________________

_________________________________________________________

Animal Care approval and date: ______________________________

Investigator signature & date: _______________________________

Office of Research Integrity signature & date: ___________________

Submission and Review Process:
1. Complete form
2. Submit to Animal Care for approval
3. Animal Care forwards the form to the Office of Research Integrity (ORI)
4. ORI approves and notifies the PI and Animal Care of final approval