ANIMAL EYE CONSULTANTS OF IOWA

| Animal Eye Consultants of Iowa<br>*Institutional Animal Care and Use Committee* | |
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| **Policy #26** | **"Holding Protocol Policy and Use of Holding Protocol"** |
| **Approval Date: 12/18/2025 (Replacing Version 10/17/2022)** | |

## A. Performance Standard

To provide a mechanism for holding animals not assigned to an active Iowa University (AEC) Institutional Animal Care and Use Committee (IACUC) approved protocol.

## B. Purpose

All animals maintained by AEC for teaching or research purposes must be covered by an active, approved IACUC protocol. This policy defines the AEC Animal Holding Protocol, which is a protocol designed to temporarily hold animals that are not currently covered under an active IACUC protocol. Use of the Holding Protocol is intended to be for housing purposes only; no research or teaching activities may be performed on animals held under this protocol. It is not intended as a mechanism to obtain animals prior to obtaining IACUC approval.

## C. Roles

- Researcher/Principal Investigator (PI): The PI must work with the IACUC to ensure that protocols are active and current and will remain so for duration of the research or teaching activity. Should a protocol expire while animals are being held under it, then research/teaching activities must cease, and the PI must inform the Animal Welfare Program (AWP) at IACUC@animal-eye-iowa.com to transfer the animals to the Holding Protocol.

- IACUC: Provide a mechanism for rapid transfer of animals in cases where it is necessary to protect the wellbeing, welfare, or prevent the wastage of the animals.

- Attending Veterinarian or designee: Will maintain a AEC-AEC Holding Protocol for the purpose of temporarily holding and maintaining animals that are not covered by an existing protocol.

## D. Policy

1. **Eligibility for Participation Under this Policy:**
   Use of the Holding Protocol is intended to be temporary. ***Permission must be obtained from the Attending Veterinarian or AWP Assistant Director prior to use of the Holding Protocol.*** Situations which may result in the use of this protocol might include:
   a. Animals ordered/acquired without an approved protocol (potential non-compliance situation). Please view AEC IACUC Policy #5: Animal Acquisition and Disposition for more information.
   b. Animals originating from inactivated, terminated, expired or suspended protocols.
   c. Animals on a protocol under investigation for potential issues of non-compliance where the welfare or well-being of the animals is in question.
   d. Investigators that are newly arrived at AEC and require temporary accommodations for their animals until they gain IACUC approval for a protocol.
   e. Investigators that are leaving AEC and do not yet have the necessary approvals for transfer of animals to the new institution.

2. **Holding Protocol Form**
   The PI (or his/her designee) requesting the use of the AEC-AEC Holding Protocol must complete the *"Animal Holding Protocol Request Form"*

3. **Approval:**
   Only the Attending Veterinarian (AV), AEC designee, and AWP Assistant Director are authorized to approve the transfer of animals to the Holding Protocol. Once approval has been received, the completed Holding Protocol form may be emailed to the AWP office at IACUC@animal-eye-iowa.com and/or AEC at animaleyeiowa@gmail.com for processing. All actions involving the Holding Protocol will be reported to the IACUC at the next regularly scheduled meeting.

4. **Management of Animals on the Holding Protocol:**
   a. No animal research or teaching procedures are allowed on animals maintained on the Holding Protocol.

b. Breeding to maintain viability of specific lines may occur under this protocol. Expansion colony breeding is not authorized.
    i. If required to maintain genetically altered lines, genotyping may be performed under the holding protocol by personnel listed on the AEC Animal Holding Protocol at their discretion.
c. Selected procedures or specialized husbandry condition may continue at the discretion of the Attending Veterinarian or their designees to ensure animal health (e.g. quarantine and related diagnostic testing, maintenance on a special diet, care of chronically implanted catheters or enhanced monitoring).
d. Any associated safety procedures, including use of personal protective equipment, will be maintained as appropriate and in accordance with Institutional Biosafety Committee (IBC) approvals as necessary.
e. Feeding, sanitation and environmental enrichment will be maintained as appropriate for the species and conditions and in accordance with Animal Welfare Regulations and *The Guide for the Care and Use of Laboratory Animals*.
f. When animals are placed on the Holding Protocol, there will be a note to document this made within the Holding Protocol's narrative and the Holding Protocol Form will be attached to the protocol. To prevent double counting of animals, the actual counting/tracking of the animals will only be done on the research/teaching protocol for which the animals were actually acquired.
g. Minor Medical issues that may occur with animals held on the holding protocol can be treated as defined in IACUC SOPs #9, #11, #12 or approved herd health husbandry SOPs . Other medical issues will be assessed by veterinary staff and a medical plan will be developed if appropriate.
h. If euthanasia is required for the animals in Holding Protocol, members of AEC or their designee will perform it using appropriate methods as described in AEC IACUC Policy #28 and the AVMA Guidelines for the Euthanasia of Animals.
i. Other methods of disposition, as appropriate, may also be pursued to ensure the welfare of the animals.

**5. Time limit:**

a. Animals must be removed from the Holding Protocols as soon as possible. Failure to submit an ASAF to the IACUC in a timely manner when animals are being held on the Holding Protocol may result in a noncompliance and IACUC action.

6. **AEC must be notified** of any pre-existing conditions of note for all animals transferred onto the Holding Protocol. Examples include but are not limited to:
    a. Existing surgical implants.
    b. Zoonotic and/or infectious disease potential including viral vectors.
    c. Chemical or radiation hazard potential.
    d. Special dietary and care needs.
    e. Past surgical history.
    f. Genetic anomalies that affect that appearance, health, and normal behavior of the animal.
    g. Poor fecundity.

7. **Fees:** The PI is responsible for per diem costs and other expenses related to the animal's housing and care while on the Holding Protocol.