

Minimum Requirements for Cage Cards

All cages at the National Cancer Institute at Frederick are required to have an identifying cage card. These guidelines ensure that animals used at the National Cancer Institute at Frederick are properly identified. While the National Cancer Institute at Frederick Animal Care and Use Committee [ACUC] acknowledges that several types of cage cards are used, the Committee requires the following information be included on **all cage cards** irrespective of design:

- Animal Study Proposal [ASP] number
- Principal Investigator's [PI] name
- Date of Birth [DOB] of animal(s)
- Sex
- Strain
- Number of animals in the cage
- Contact person (specific contact information can be posted inside the room, e.g., on the door)

The following are required, where applicable:

- Important date(s) (i.e. tumor inoculation, treatment start date, surgery, analgesia) (on front or back of card)
- A basic description of procedure(s) (i.e. drug i.p. x 3 days, Ovariectomy, Tylenol in water x 3 days) (on front or back of card)
- Identification of potential IBC-defined human health hazards associated with the caged animals (mark cages with labels designated by the Safety Office, e.g., radiation, biohazard, carcinogen)
- Expiration date must be posted on the door or the cage card

LAM Watch Cards

The LAM veterinary staff requires the use of watch cards (pink) for all sick animals requiring treatment or veterinary care whether or not the animals are on study. When a Watch Card is filled out, an Animal Wellness Report must be forwarded to the LAM veterinary office. Periodic technical follow-ups will be necessary for some conditions (i.e. tumors or other debilitating conditions). Refer to SOP 2.002 - Animal Health Evaluation, Reporting, and Treatment.

The following are required (all entries must be initialed by the Caretaker/Technician):

- Observed health problem and the date the health problem was observed
- Follow-up comment regarding the animal's condition and disposition, and date of the evaluation
- Treatment schedule, starting with the first treatment (include date, and a.m. or p.m. treatment)

LAM Monitor Cards

LAM monitor cards (white) are never used in place of a watch card. Watch cards are used to identify sick animals needing treatment or veterinary care. Refer to SOP 2.002 - Animal Health Evaluation, Reporting, and Treatment. Use of the white monitor cards are used for the following reasons:

- Alert staff of special instructions
- To identify a group of animals that may be expected to show a specific phenotype
- To record dates/times teeth are trimmed for animals with malocclusion
- To monitor a post surgery or post treatment case where a Watch Card is not warranted but the animal(s) should be watched closely for any complications
- To make staff aware that spontaneous tumors may arise in the mice

The following are required:

- A black or blue pen may be used to clearly write any special instructions on the white monitor cards. These cards have pre-printed lines on them making it easy to record instructions or comments.
- Write any special instructions on the card, record the Animal Study Proposal (ASP) number, and the experiment number (if warranted).
- The technician/caretaker/investigator must record his or her initials on the card and the date the monitor card was put into use.

An example of use of the monitor cards for a group of animals is as follows:

For a group of seven (7) cages, one monitor cage may be placed on the first cage noting the next six (6) cages are part of the group and place a white monitor card at the end of the group.

OR

Place a white monitor card on all cages in the group clearly indicating the group.

When possible, cage cards should be typed, not hand written. If an exemption to the above requirements is needed, written justification must be submitted to the ACUC for approval.

Please contact the ACUC Coordinator [301-846-7544 or stahlam@mail.nih.gov] if there are any questions.