

**MONMOUTH UNIVERSITY
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC)
POLICIES AND PROCEDURES**

Policy Name: Adoption of Research Animals

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I. PURPOSE

The purpose of these policies and procedures is to provide guidelines for the adoption of research animals from Monmouth University.

II. BACKGROUND

The *Guide for the Care and Use of Laboratory Animals (Guide)* discusses the termination of research animals at the conclusion of the research project. However, the *Guide* and the Public Health Service (PHS) Policy are silent on the issue of private adoption of research animals for pets after a study has been completed or the animals are no longer required for teaching. The Office of Laboratory Animal Welfare (OLAW) is supportive of the adoption of research animals.

III. ELIGIBILITY

For a research animal to be eligible for adoption the following conditions must be met:

- Animals that have undergone a major surgical procedure will only be adopted out at the discretion of the Attending Veterinarian.
- The animal should not have been administered any drugs other than FDA-approved human or veterinary drugs or food supplements or pharmaceutically compounded veterinary drugs. If any FDA approved drugs have been administered to the animal the drug should be disclosed to the potential adopter.
- Animals which have been exposed to infectious agents are not eligible for adoption.
- Transgenic or immune-suppressed animals cannot be adopted.
- Animals must be adopted as personal or family pets only and may not be sold.
- Animals may not be used for any commercial purpose, including but not limited to, commercial breeding and commercial exhibiting.
- Animals may not be used for food (human or animal consumption).
- The animal must be in good health and of acceptable behavior.
- The adopter must be willing to accept responsibility for any future medical care/support as may be required.

IV. PROCEDURES

A. Principal Investigator (PI). The PI must first indicate that the animal is not needed for research at Monmouth University. The PI must state that they have no knowledge of any fact that would make the animal inappropriate for adoption and recommends that the animal be offered for adoption. If the PI is aware of any conditions that may have an impact on the animal's suitability as a pet, this must be communicated to the potential adopter and the Attending Veterinarian or designee.

B. Availability for Other Research. Prior to adoption, attempts should be made to provide the animals for other research efforts.

C. Veterinarian Examination for Suitability. The AV will conduct a physical exam of the animal, including blood testing if indicated, appropriate vaccinations or other tests deemed necessary to determine whether the animal is a suitable pet. Results of the exam and any test results should be furnished to the new prospective owner.

D. Potential New Owner Assessment. If an individual indicates an interest in adopting an animal, the Attending Veterinarian or qualified designee will meet/talk with the individual and conduct an interview to determine the reasons for the adoption and the person's willingness and ability to provide for the animal's welfare. The questionnaire attached as Appendix I is required to be completed by the veterinarian or designee and adopter. Potential adopters will be screened by the veterinarian or designee for their suitability of knowledge of the care of the type of animal and qualifications.

E. Optional Pre-Adoptive Common Surgical Procedures. Spaying, neutering or other common surgical procedures may be performed prior to adoption, at the discretion of the Attending Veterinarian or delegated clinical veterinarian. If surgical procedures need to be performed solely in connection with the adoption, the veterinarian will attempt to ascertain if cost reimbursement is available from an appropriate source, such as from the adopting family or other sources.

F. IACUC Review. The Attending Veterinarian or designee shall submit both the Questionnaire for Potential Animal Adopter and Animal Adoption Agreement to the IRB/IACUC Coordinator. In either of the two cases below, the IACUC must formally approve the adoption before the animal can be removed from Monmouth University facilities. IACUC will follow the designated member review (DMR) process for review and approval. The documents will be sent to all members of the IACUC for evaluation for possible Full Committee Review.

G. Completion of Animal Adoption Agreement. The individual desiring to adopt the animal, as well as, the Monmouth University co-signer must complete and sign the Animal Adoption Agreement. (see Appendix II). The Office of Research Compliance will retain an electronic copy of the agreement and provide a copy to the owner as proof of ownership transfer.

H. Transfer of Animal. After the IACUC has approved the adoption, the Animal Adoption Agreement can be signed and the animal can be removed from Monmouth University. Once the animal leaves the facility, it is in the possession of its new owner, and Monmouth University will no longer be responsible for the animal, its care, or any damage it may cause.

Appendix I

Questionnaire for Animal Adopter

Name: _____

Address: _____

E-mail: _____

Phone Number: _____

Check all that describe the prospective residence:

Single-family home

Apartment, duplex, or other multi-family dwelling

I own my home.

I rent my home (does landlord allow pets? (Yes _____ or No _____))

Zoning restrictions on animals in prospective residence area (only check if applicable)

Give information about other pets in your home: breed, sex, age, health, and any other pertinent details.

If applicable, name the veterinarian who will provide health care for this animal once adopted:

Animal to be adopted: Species: _____ Sex: _____

Signature Attending Veterinarian or designee

Date of Interview

Recommendation: Approve adoption

Disapprove adoption (give reasons below)

Appendix II Monmouth University Animal Adoption Agreement

I, _____, am adopting the animal described below from Monmouth University and agree to be fully responsible for its future care, treatment, actions, and well-being.

The animal described below has been examined by Monmouth University's Attending Veterinarian or designee, Dr. _____. The animal has been determined to appear to be both clinically healthy and suitable as a companion animal except as noted below. I acknowledge and agree that (just as with any physical examination) this does not guarantee that the animal to be adopted has no health issues, but that none are known based upon that examination.

I have been given a copy of the Monmouth University "Animal Adoption Agreement". Having read this document, I attest that I understand the terms under which I take ownership of this animal and agree to fully comply with all the conditions of adoption. Additionally, I have had an opportunity to ask any health and husbandry-related questions and each question has been answered to my full satisfaction.

In accepting this animal, I agree to care for it in accordance with all applicable laws and regulations of my and/or the animal's place of residence, including but not limited to having the animal spayed or neutered if applicable, vaccinated against rabies and registering the animal with local animal control officials as required. I further agree not to use this animal as a food source or religious object or for any commercial purpose, including but not limited to breeding and exhibiting. I will not sell this animal. If I am subsequently unable or unwilling to care for this animal, I will notify the Monmouth University Office of Research Compliance (if applicable) prior to making other arrangements for its care.

By signing this agreement, I acknowledge that I hereby release and indemnify Monmouth University, its trustees, officers, employees, agents, students, attending veterinarians, IACUC and its members from any and all liability and expenses resulting from this adoption. I understand that Monmouth University accepts no liability for the animal's continuing care or veterinary treatment, or for any damages arising from my ownership of the animal once it has been removed from Monmouth University.

(To be completed by Attending Veterinarian or designee prior to signatures):

Animal Information:

Species/Breed:

Sex:

Age:

Description:

Special Health or Behavioral Notations:

I certify that I have carefully read and fully understand the terms and conditions of this Agreement before signing it, and I represent that I am voluntarily signing this Agreement. By signing my name and inserting the date, I acknowledge and agree that I am submitting an electronic signature indicating that I have read and agree to accept all of the terms and conditions set forth in this Agreement. I further acknowledge and agree that a facsimile copy, PDF or photocopy of my signature hereto shall be valid and shall have the full force and effect as an original. I understand and agree that it is recommended that I print a copy of this Agreement for my file. If I do not wish to submit an electronic signature, I may request that a paper copy be provided to me for my signature.

Signature

Date

Name Printed

Address

Phone Number

Approved by Attending Veterinarian or designee:

Date: _____