Health records are meant to convey necessary information to all people involved in an animal’s care. Every facility is expected to have a system of health records sufficiently comprehensive to demonstrate the delivery of adequate health care. For all facilities, health records must be current, legible, and include, at a minimum, the following information:

- Identity of the animal.
- Descriptions of any illness, injury, distress, and/or behavioral abnormalities and the resolution of any noted problem.
- Dates, details, and results (if appropriate) of all medically related observations, examinations, tests, and other such procedures.
- Dates and other details of all treatments, including the name, dose, route, frequency, and duration of treatment with drugs or other medications. (A “check-off” system to record when treatment is given each day may be beneficial.)
- Treatment plans should include a diagnosis and prognosis, when appropriate. They must also detail the type, frequency, and duration of any treatment and the criteria and/or schedule for re-evaluation by the attending veterinarian. In addition, it must include the attending veterinarian’s recommendation concerning activity level or restrictions of the animal.

Examples of procedures which should be adequately documented in health records include, but are not limited to, vaccinations, fecal examinations, radiographs, surgeries, and necropsies. Routine husbandry and preventive medical procedures (e.g., vaccinations and dewormings) performed on a group of animals may be recorded on herd-health-type records. However, individual treatment of an animal must be on an entry specific to that animal. As long as all required information is readily available, records may be kept in any format convenient to the licensee/registrant.

Health records may be held by the licensee/registrant or the attending veterinarian or divided between both (if appropriately cross-referenced). It is the responsibility of the licensee/registrant to ensure that all components of the records are readily available and that the record as a whole meets the requirements listed above.

An animal’s health records must be held for at least 1 year after its disposition or death. (Note: Some records may need to be held longer to comply with other applicable laws or policies.) When an animal is transferred to another party or location, a copy of the animal’s health record must be transferred with the animal. The transferred record should contain the animal’s individual medical history, information on any chronic or ongoing health problems, and information on the most current preventive medical procedures (for example, the most recent vaccinations and dewormings).

Pharmaceutical-Grade Compounds in Research

Investigators are expected to use pharmaceutical-grade medications whenever they are available, even in acute procedures. Non-pharmaceutical-grade chemical compounds should only be used in regulated animals after specific review and approval by the CAR for reasons such as scientific necessity or non-availability. Cost savings alone are not an adequate justification for using non-pharmaceutical-grade compounds in regulated animals. (Continued on page 2, see USDA)
NEW ADDITIONS TO LARC WEB SITE

We have added several new additions to the LARC web site; please visit the newly modified home page to access these new sections:

• GUIDELINES AND PROCEDURES: The following guidelines have been posted in both HTML and PDF format:
  • LARC Guidelines for the Use of CO₂ Euthanasia
  • LARC Animal Transportation Guidelines
  • LARC Guidelines for Transporting / Shipping from Other Institutions or Non-Approved Vendor Sources
  • LARC Guidelines for Sterile Surgery (Non-Mice or Rats)

• OCCUPATIONAL HEALTH AND SAFETY: The Occupational Health and Safety in the Care and Use of Research Animals policy has been posted in both HTML and PDF format.

• WHAT’S NEW: This section has information on breaking news and updates. Currently you can read about the care and use of Proxy Cards and access the proxy card request form.

• In addition to these new sections, we have added a new protocol review form to help speed up the application review process; we’ve also posted the new form for transport of animals from other institutions to UCSF. Both of these forms can be completed online.
Tuberculosis (TB) of animals and humans is caused by bacteria of the genus *Mycobacterium*. There are several mycobacterium species which cause disease in animal species; swine, sheep, goats, rabbits, cats, dogs, birds, ferrets and nonhuman primates are susceptible to infection and contribute to the spread of the diseases. However, nonhuman primates are of primary importance in the consideration of these diseases in the laboratory animal environment.

Nonhuman primates can develop tuberculosis from humans. This can occur during activities such as capture and exportation from parts of the world where the prevalence of the disease in humans and animals is high. Conversely, contact with nonhuman primates infected with *Mycobacterium* spp is a recognized risk factor for personnel in the development of a positive tuberculin skin reaction. However, the resurgence of human tuberculosis in the United States and the recognition of outbreaks of multi-drug-resistant tuberculosis should serve as reminders that nonhuman primates can continue to be at risk for contracting tuberculosis from humans after introduction into established research colonies. Macaque species (e.g. rhesus and cynomologous monkeys) are particularly sensitive to infection with *Mycobacterium tuberculosis*, therefore TB testing surveillance is periodically performed on macaques used at UCSF.

*M. tuberculosis* is transmitted via aerosols from infected animals or tissues. In the laboratory setting, humans can contract the disease through exposure to infectious aerosols generated by the handling of dirty bedding, the use of high-pressure water sanitizers, or the coughing of animals with respiratory involvement.

The diagnosis of tuberculosis in humans and non-human primates relies primarily on the use of the intradermal tuberculin test, chest radiography, and the demonstration of acid-fast bacilli in sputum smears.

The prevention and control of tuberculosis in a biomedical research facility requires personnel education, periodic surveillance for infection in nonhuman primates and staff working with them.

In an attempt to solve the problems investigators have been having filling out the Mac version of the full committee application, the Committee on Animal Research (CAR) office has divided the application into four parts and provided more detailed instructions about how to prevent system crashes.

Please go to the CAR website at http://www.ucsf.edu/ora/car/macfull.htm to download the revised Mac form and view the expanded instructions. (Because no problems have been reported with WordPerfect version, that version has not been revised.)

If you do experience any difficulties with the Mac forms, please call the CAR Office at 476-2197. In the meantime, the office will continue in its efforts to develop easier-to-use forms.

We recently distributed new Laboratory Animal Resource Center (LARC) LARC / Committee on Animal Research (CAR) Logbooks to all Investigators involved in research with animals. These logbooks were designed to facilitate record keeping, and contain sections for protocols, correspondence, policies, LARC newsletters, and much more.

During the last United States Department of Agriculture (USDA) inspection, the inspector was quite impressed with the logbooks and STRONGLY requested that UCSF faculty use them for record storage. The inspector related that the use of the logbooks will assist him with documentation review when he is conducting inspections.

If you want additional logbooks for your satellite locations, please contact David Smith at 502-1751. We thank you for your cooperation.