

Document Number: ANP006	ANIMAL HANDLING, RESTRAINT AND TRANSFER <u>CONFIDENTIAL INFORMATION</u> MOLECULAR MEDICINE RESEARCH INSTITUTE	Effective Date: January 2005
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1.0 OBJECTIVE

- 1.1 This document describes the techniques and procedures for animal handling, restraint and transfer in order to prevent undue stress or injury to animal personnel.

2.0 SCOPE

- 2.1 This procedure applies to animals in the MMRI Animal Care facility.

3.0 POLICY

- 3.1 It is the policy of MMRI to establish written and approved procedures to ensure animals are handled in a humane manner and to ensure that the health, safety, and well being of employees are protected.

4.0 RESPONSIBILITIES

- 4.1 It is the responsibility of Manager of Animal Research or designated alternate to implement this procedure and revise it when necessary.

5.0 PROCEDURE

- 5.1 General Animal Handling
- 5.1.1 Protective clothing, including latex gloves and a disposable gown or lab coat, should always be worn when handling animals. Booties, cap, and mask should be worn when appropriate to procedure or location.
 - 5.1.2 Wash hands after handling animals.
 - 5.1.3 Always handle animals in a humane manner. Be calm and deliberate and use only as much restraint as necessary.
 - 5.1.4 Do not misuse or apply improper restraint techniques. An overly restrained animal is more likely to struggle and possibly cause injury to itself or its handler.
 - 5.1.5 Never leave animals unattended when performing a procedure.
 - 5.1.6 Immediately report any injury (to animal or handler) to the animal facility supervisor.

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5.1.7 Any desired changes to the usual handling and restraint procedures that are included in the protocol must be brought before the IACUC for approval.

5.2 Rats

5.2.1 Short Distance Transfer

5.2.1.1 Grasp the tail near the base and lift, always watching the rat. Use caution, as the rat can turn and climb its own tail, and the tail can be easily broken or stripped. Provide support to the cranial end of the animal with the other hand

5.2.2 Long Distance Transfer

5.2.2.1 When removing a rat from a cage, grasp the animal gently but firmly around abdomen-thorax region. If the animal is fairly large or struggling, two hands may be needed.

5.2.3 Handling Fractious Rats

5.2.3.1 Place rat on a surface where he can get a good hold. (The top of the animal's cage works well).

5.2.3.2 Grasp the tail with one hand. Place the palm of the other hand over the rat's back and encircle the upper thorax with your thumb and forefinger, folding the forelegs under the chin to prevent biting.

5.2.3.3 Alternatively, grasp the tail near the base with one hand and raise the hind quarters. While the rat is straining to escape, grasp the loose skin behind the neck with your thumb and forefinger of your other hand.

5.2.4 Handling Rats for Administration of Injections, Manual Method

5.2.4.1 Place rat on a surface where he can get a good hold. (The top of the animal's cage works well).

5.2.4.2 Grasp the tail with one hand. Place the palm of the other hand over the rat's back and encircle the upper thorax with your thumb and forefinger, folding the forelegs under the chin to prevent biting.

5.2.4.3 Alternatively grasp the tail near the base with one hand and raise the hind quarters. While the rat is straining to escape, grasp the scruff with your thumb and forefinger of your other hand.

5.2.4.4 Administer the injection with the free hand.

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5.2.5 Handling Rats for Administration of Injections, Restraint Device Method

- 5.2.5.1 Place cone or restraint cylinder on work surface.
- 5.2.5.2 Grasp the tail near the base with one hand, lift and remove rat from the cage. Allow rat to crawl into the tube or cone.
- 5.2.5.3 If the rat is not willing to go into the cone, grasp the rat around the shoulders and with a quick motion, insert into the cone. Once the rat is inside the device, secure the open end, by dropping the door on the cylinder or twisting the larger end of the cone closed.
- 5.2.5.4 For tail vein injections hold tail near base and insert hindquarters and hind legs of rat into cylinder. Gently pull rat backwards into cylinder and follow with closure. Secure closure with knurled knob.

5.3 Mice

5.3.1 Short Distance Transfer

- 5.3.1.1 Grasp the tail near the base and lift, always watching the mouse.

5.3.2 Long Distance Transfer

- 5.3.1.1 Lift mouse by the base of the tail and support mouse in the palm of your hand.
- 5.3.1.2 Alternatively, lift the mouse by the base of the tail and place into a shallow container with lid for transport.

5.3.3 Handling Mice for Administration of Injections, Manual Method

- 5.3.3.1 Place mouse on a surface where he can get a good hold. (The top of the animal's cage works well).
- 5.3.3.2 Grasp the tail near the base with one hand and raise the hind quarters. While the mouse is straining to escape, grasp the scruff with the thumb and forefinger of the other hand.
- 5.3.3.3 Grasp the loose skin on the back with the other fingers of the same hand. Transfer the tail and hold firmly between the fingers of the hand holding rodent.
- 5.3.3.4 Administer the injection with the free hand.

5.3.4 Handling Mice for Administration of Injections, Restraint Device Method

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- 5.3.4.1 Place restraint cylinder on work surface. Make certain the device is secure.
- 5.3.4.2 Grasp the tail near the base with one hand, lift and remove mouse from the cage.
- 5.3.4.3 Allow mouse to crawl into the tube.
- 5.3.4.4 If the mouse is not willing to go into the cone, grasp the mouse around the shoulders and with a quick motion, insert into the cone.
- 5.3.4.5 Once the mouse is inside the device, secure the open end, by inserting the door on the cylinder.
- 5.3.4.6 For tail vein injections hold tail near base and insert hindquarters and hind legs of mouse into cylinder. Gently pull mouse backwards into cylinder and follow with closure. Secure closure with knurled knob.