

FORM TO REQUEST THE INTRODUCTION OF CELL LINES, TRANSPLANTABLE TUMORS, BODY FLUIDS, SERUM, TISSUES, AND ANTIBODIES INTO ANIMALS

- There is a potential risk of exposure while working with primary and commercially available cell lines and tissues (also including transplantable tumors, body fluids, serum, and antibodies). Cell lines and tissues may carry unknown agents that are potentially infectious to humans and animals. Human cell lines may carry agents directly infectious to humans. Non-human cells may carry zoonotic agents (for example, rodent viruses), which could cause disease outbreaks within the rodent's colony and/or adversely affect research. For these reasons, the IACUC requires testing of all such materials that are considered to be at risk.
- Testing for pathogens to which the colony of the recipient species is Specific Pathogen Free (SPF) is required. See the "Cell Line Usage and Rodents Biological Policy" on the Handbook for the Use of Laboratory Animal, revised 2021.07.01, for more details.
- An investigator wishing to introduce any of the above biological cells or tissues into animals must have an approved IACUC protocol that describes their specific use, and receive written permission from the university's consulting veterinarian or their designee before animals can be ordered.
- To ensure rodent's biosafety, previously tested materials may be required to be re-tested depending on how the materials have been handled and stored from the time of testing and if the original testing still meets the current policy standards. The need to re-test previously tested biological materials will be reviewed as part of the standard three-year IACUC protocol renewal process and upon the submission of an IACUC protocol modification.
- Introduction of any genetically modified tissues, cells, viruses, or vectors into animals requires the written approval from the Institutional Biosafety Committee.

1	Principal Investigator		e-mail			
2	Title of Project					
3	List the category of the biological tissue or cell line					
4	Designation (i.e. ID#, name, description)					
5	Strain	Category of Biological tissue or cell line	# of animals /study	# animals experiment/study	Dose	Route

Description of Biological tissue or cell line		
6	Indicate the biological safety level (BSL) of the cell line (indicated in product datasheet) or biological tissue (considered BSL-2 when working with collected animal tissues) ^{1,2}	
7	Designation (i.e. ID#, name of cell line, description of tissue)	
8	Histological type of material introduced (for ex. isolated cells, tissue lysate, cell lysate, purified cells overexpressing a protein, tumor graft, etc.)	
9	Species of origin of material introduced (for ex. rat, mouse, human)	
10	Provide the name and contact information of the source (institution and/or individual) providing the biological tissue or cell line (for ex. ATCC, Jackson Labs, Emory University serum repository, etc).	
11	Has this material been tested by either PCR, mouse or rat antibody production test (MAP or RAP) (serological testing), or tested for viral pathogens?	
12	Please describe how the biological tissue or cell line is stored or propagated in your laboratory. In the case of a cell line, please include the following information in your description:	
	• Is culture medium containing rodent serum or rodent-derived feeder cells used during in vitro propagation?	YES NO
	• Is the cell line incubated in the same incubator with other rodent or human cell lines?	YES NO
	• Is the cell line ever manipulated at the same time in the same biosafety cabinet as other rodent cell lines?	YES NO
	• Is the cell line frozen as a stock and used as needed, or is it propagated in vivo or in vitro?	YES NO

REQUIREMENTS:

UNLESS AN EXEMPTION IS GRANTED BY THE BIOSAFETY SAFETY COMMITTEE, THE FOLLOWING REQUIREMENTS ARE MANDATORY:

1. In the Animal Resource Center, all cages with animals must be labeled with a "Caution Biohazard Material" label stating the pathogen and amount per animal, administration date, and the authorized user name.
2. Animal cages must be properly surveyed for contamination before being returned to the Animal Resource Center washer. (Specify below: Special Conditions and Requirements)
Animal carcasses that are disposed of as radioactive waste must be packaged separately. Do not include any other material such as pads, tubing, needle, instruments, etc. with the carcass.

Signature of Investigator		Date: mm/dd/yyyy	
Reviewed by		Date: mm/dd/yyyy	
Special Conditions and Requirements			