



AVS Procedure Room Maintenance and Cleaning

Purpose

To help protect the health and well-being of your research animals through cross contamination, and in order to remain in compliance with NIH guidelines on sanitation and cleanliness Guide for Care and Use of Laboratory Animals, Animal and Veterinary Services (AVS) will institute the following cleaning schedule of its facilities:

Procedure/Surgery Rooms

1. AVS staff will inspect rooms used for animal research on 3 times daily and document any concerns. When necessary, health and safety concerns will be reported to the IACUC, IBC and/or EHSO. If necessary, they will sweep, mop, empty trash cans, clean counter tops, and remove controlled substances if they are not properly secured.
2. Unsecured controlled substances will be reported to the IACUC. Drugs and supplies must be labeled with identity (manufacturer label is sufficient) and the name of the owner, stored properly (locked if necessary) and properly disposed of upon expiration. If chemicals are transferred from the original container into other containers, these containers must be labeled with the name(s) of the chemicals(s) as well as the hazard warnings and information specific to the contents. All chemicals must be stored in additional, leak proof secondary containers.
3. All procedure room waste is autoclave prior to disposal. The following items must NEVER be placed in the procedure room trashcans: Batteries, sharps, glass, and chemicals.
4. If AVS finds that the room is soiled and needs cleaning after use by an investigator, there will be a charge of to the investigator (billed to the closet quarter hour). In addition, there will be a charge for any missing or damaged equipment. Non-UH affiliated PIs will be charged the non-affiliated higher hourly rate. Additional charges may include unknown analysis; unknowns (unlabeled, unclaimed suspected chemical materials) will be sent for analysis and the responsible PI will be charged an analysis fee per item.
5. On a pre-arranged basis and at least every six months, AVS, in coordination with the researchers, will clear all equipment and thoroughly sanitize procedure rooms in which animals have been used.
6. There will be a sign up sheet for use of the procedure rooms on a first come first serve basis posted on the outsides of the doors along with a log sheet to track the room usage and cleanliness status. Investigators using the procedure room are responsible for thoroughly cleaning their work area with Clidox-S or freshly prepared 10% bleach before they begin their work and

also at the completion of their work to help prevent cross contamination to their animals from other users. Stainless steel surfaces must also be thoroughly cleaned with alcohol or water after use of 10% bleach or Clidox-S to prevent the corrosion of the steel. Please allow 5 minutes of contact time when cleaning with Clidox or with 10% bleach. Disinfectants and alcohol will be provided by AVS. Fur, feces, spilled bedding, etc. should be swept or vacuumed. Floors should be mopped if necessary. Cleaning supplies are available in the rooms or by request through AVS staff. Any supplies brought in by investigators should be removed after the procedure.

7. Investigators are required to decontaminate all equipment coming into or leaving the vivarium. Chambers use for rodent CO2 euthanasia must be cleaned after use, gas use must be recorded and gas must be turned off. Any problems with the room should be reported to the animal care staff for replacement. All dirty, empty cages must be stored on the floor near the door for AVS pick up. Hazardous cages and waste may have special procedures for handling and disposal. All AVS equipment must be returned clean to the room at the end of the day.

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