

## ORIENTATION OF FIELD & WILDLIFE RESEARCH STAFF

University of South Florida, Research Integrity & Compliance; email [IACUC@usf.edu](mailto:IACUC@usf.edu) or fax (813) 974-7091  
Completed forms should be saved as a PDF and uploaded into the ARC system viewable at: <https://ARC.research.usf.edu/prod/>

### PERSONNEL INFORMATION:

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Name	E-mail	Phone
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Principal Investigator's Name	Department	Phone
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#### Institutional Affiliation:

**USF**       **Moffitt**       **JAHVAH**       **Unaffiliated**\_\_\_\_\_

#### Institutional Status:

**Employee**       **Student**       **Volunteer**       **Other**\_\_\_\_\_

### REGULATORY/POLICY REQUIREMENTS:

Electronic orientation, rather than face-to-face meeting and touring of animal facilities, is a more relevant and expeditious method of orientation for personnel conducting field studies. As such, the IACUC offers the following:

Personnel participating in this electronic orientation will need to visit the following links and then sign page 2 of this form indicating that they have read and understood the following relevant information. Comparative Medicine's webpage can be accessed at: <http://www.research.usf.edu/cm/comparative-medicine.asp>, Research Integrity & Compliance's webpage can be accessed at: <http://www.research.usf.edu/dric/iacuc/>.

On the right side of these webpages you will see a menu of options that you may visit. Please visit the areas listed below at a minimum. Ideally, you will explore both websites entirely, but it is imperative that you review the material outlined below in order to satisfy minimal requirements to complete your orientation.

1. **IACUC Principles & Procedures** - ( <http://www.research.usf.edu/dric/iacuc/docs/IACUCPolicies.pdf> ) - this provides you with a copy of current principles & procedures for USF's Institutional Animal Care and Use Committee. All research personnel must be familiar with, and operate by, these procedures.
2. **Professional Societies for Wild Animal Use** – field studies and laboratory use of wild animals must be in accordance with the *Guidelines of the American Society of Mammalogists for the Use of Wild Mammals in Research*, *Guidelines for the Use of Fishes in Research* ), *Guidelines for Use of Live Amphibians and Reptiles in Field and Laboratory Research*, *Guidelines to the Use of Wild Birds in Research* summarized in the IACUC Principles and Procedures (<http://www.research.usf.edu/dric/iacuc/docs/IACUCPolicies.pdf#page=26>).
3. **Occupational Health and Safety** - (<http://www.research.usf.edu/dric/iacuc/occupational-health-safety.asp> ) - this provides information regarding working safely with live animals, and has species-related links you may access to view zoonotic concerns related to species you might be working with. Consider the protocols in which you will be involved, the species to be used, risk factors associated with the use of each species, and any unique hazards associated with the animal care and use aspects of each protocol.
4. **Technical Training Resources** – (<http://www.research.usf.edu/cm/subpages/technical-training-resources.asp>) - provides information on technical skills and services offered by Comparative Medicine and links specific to various species and their behaviors and handling.

5. **Reporting Deficiencies in Animal Care** – (<http://www.research.usf.edu/dric/iacuc/docs/IACUCPolicies.pdf#page=12> ) - this provides you with information on how you would report any activity you would deem to be inappropriate or inhumane as related to animal care, handling and use.
6. **Announcements** - (<http://www.research.usf.edu/dric/iacuc/announcements.asp>) - provides an ongoing historical review of topics currently under discussion as they pertain to current divisional guidelines and policies.
7. **Standard Operating Procedures** – (<http://www.research.usf.edu/cm/sop.asp> ) - contains a complete list of links to the division's SOPs, you are expected to operate within those parameters, as appropriate to the species with which you work.

**CERTIFICATION.**

I have read and understand the information presented above, visited the referenced links, and reviewed the recommended information:

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**Signature of Employee Completing Orientation**

**Date**

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**Signature of Principal Investigator**

**Date**