

The Nonstandard Husbandry Form

These instructions cover what the Nonstandard Husbandry Form is, how to access it, and how to use it.

The Nonstandard Husbandry Form, formerly Appendix 5, is used to record care provided by investigators. This can include special diet/water, regulated feeding/watering, cage changes, or special caging. The form is posted in the animal housing room and alerts ARP care staff to the type of care being provided by the research staff and when it is being provided.

When to use the Nonstandard Husbandry Form

If any husbandry is being performed or provided by the research staff a form must be posted in the animal housing room, with one exception. If the nonstandard husbandry involves the periodic use of food treats not used for continuous consumption (e.g. behavior/training rewards or health-related concerns such as inappetence or hypoglycemia) a form does not need to be posted in the housing room. However, these supplements should be covered by the approved IACUC protocol. Please review the [Nonstandard Husbandry Procedure](#) for more information.

How to access the Nonstandard Husbandry Form

Once the IACUC protocol is approved, you can access and print the form at any time online using the IRAP e-Reports.

1. Log into [IRAP](#).
2. Click on the IRAP e-Reports link in the Links box in the upper right corner of the page.
3. Click on the IACUC e-Reports link in the list on the left side of the page.
4. Click on the Nonstandard Husbandry e-Report.
5. Enter the 5-digit numeric portion of the APN in the Animal Protocol Number field and hit enter.
6. The other fields will auto-populate with the protocol information. If the protocol covers more than one species you will need to indicate the desired species in the drop-down list.
7. Click Export to PDF.
 - a. The PDF of the Nonstandard Husbandry Form will auto-populate many of the fields based on information provided in the approved IACUC protocol, including the special husbandry and emergency contact information.
 - b. While you are not required to complete the remaining fields, in the event of an emergency this additional information, such as the diet or water storage location, could be important to personnel caring for the animals.
8. Print the form and post in the animal housing room.
 - a. Additionally, you may be required to tag individual cages with special stickers to indicate the presence of special husbandry. The stickers can be obtained from the ARP care staff.

How to use the Nonstandard Husbandry Form

Before you begin providing nonstandard care be sure to check that:

1. Your protocol is approved for the special husbandry.
2. The Nonstandard Husbandry Form has been posted in your animal room.

While the nonstandard care is in use, personnel must sign off on the form (e.g. day and time care is provided and initials). This allows the care staff to see that you are checking on the animals and providing the indicated care. While the frequency that research staff checks the animals and signs the form may vary depending on the type of care being provided, minimally it is recommended that these animals be checked on a weekly basis. Food or fluid regulation and some cage changes may require more frequent checks by research staff.

At the end of each month the ARP care staff will collect the completed forms. The research staff is responsible for replacing the form each month if the nonstandard care is ongoing.