

Iowa State University Institutional Animal Care and Use Committee (IACUC)	
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Institutional Animal Care and Use Committee (IACUC) Policy

ASSIGNMENT OF DESIGNATED MEMBER REVIEWERS

1. Background

IACUC protocols (including new, significant amendments (not eligible for VVC review), continuing reviews) that are not referred to the full committee for review will be scheduled for designated member review (DMR).

2. Policy

All voting IACUC members are eligible to be designated member reviewers.

Scheduling of designated member review will be done by the IACUC Administrator/Coordinator, as delegated by the Chair. Designated member review may consist of only one IACUC member. However, the IACUC Administrator/Coordinator will generally schedule two committee members to comprise the designated member review (DMR) committee, and the Attending Veterinarian attends most DMR sessions as a third member of the DMR committee.

The IACUC Administrator/Coordinator will assign the IACUC members who will serve as designated member reviewers. The IACUC Chair distributes the DMR schedule to IACUC members at a full committee meeting for final review and for discussion of any schedule conflicts. The IACUC Administrator/Coordinator will make every attempt to ensure that two IACUC members do not serve together as designated member reviewers twice in a semester. The IACUC Administrator/Coordinator will also avoid scheduling the non-scientific and unaffiliated members to serve as DMR members on the same date.

If a DMR member is unable to attend the meeting date for which (s)he has been assigned, the assigned DMR member will find a replacement. The member will then notify the IACUC Administrator/Coordinator and Chair of this change via email, and the Chair will notify all individuals involved if there are concerns about the proposed change.

3. References and Regulations

- United States Department of Agriculture, Animal Welfare Act Regulations, 9 CFR Part 2, Subpart C 2.31
- United States Department of Health and Human Services, Office of Laboratory Animal Welfare, *Public Health Service Policy on Humane Care and Use of Laboratory Animals*, National Institutes of Health, Bethesda, MD, 2015.

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