

Institutional Animal Care and Use Committee

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IACUC GUIDELINE: USE OF DESIGNATED MEMBER REVIEW

DATE IMPLEMENTED: December 11, 2009

DATE(S) REVISED: May 21, 2010; February 18, 2011; September 21, 2012; February 21, 2014;
May 7, 2015; December 15, 2016; April 5, 2023

Review of New Animal Protocols, or Triennial Animal Protocol Renewals

In accordance with PHS Policy¹ and Animal Welfare Act Regulations², the UCSB Institutional Animal Care and Use Committee (IACUC) adheres to the following methods of animal protocol review³:

1. Full Committee Review (FCR) by a convened quorum of the members of the IACUC and with a formal vote, or
2. Designated Member Review (DMR) by one or more IACUC members, employed only after all voting members are notified via email with an electronic copy of the protocol, and are given the opportunity to review the protocol within 3 business days. If no member requests FCR by this deadline, then the IACUC Chairperson will appoint one or more appropriately qualified IACUC members to serve as the designated reviewer(s).
DMR may result in approval, a requirement for modifications (to secure approval), or referral to the full Committee for review. DMR may not result in withholding of approval. If a protocol is assigned more than one designated reviewer, the reviewers must be unanimous in any decision. They must all review identical versions of the protocol, and if modifications are requested by any one of the reviewers, then the other reviewers must be aware of and agree to the modifications.

The specific method of review for a given protocol must be documented, along with the outcome of the review, and the level of rigor should be comparable and consistent between and within the applied methods of review.

Review of Significant Modifications to Approved Protocols, or Annual Protocol Updates

DMR may be used, as described above, to review significant modifications or annual updates to approved IACUC protocols in lieu of full committee review (FCR).

Review of Required Modifications to Protocols That Are Undergoing FCR (i.e., RM-DMR subsequent to FCR)

When substantive information is lacking from a protocol that is undergoing FCR, the Committee may require modifications to the protocol or have questions requiring a response from the PI or their designee. In such situations, the Committee may vote to require modifications to secure approval, and the revised protocol will either be returned for FCR at a convened meeting or approved by DMR adhering to the following stipulations:

- All IACUC members have agreed in advance, in writing, that the quorum of members present at a convened meeting may decide by unanimous vote to use DMR subsequent to FCR when modification to a protocol is needed to secure approval (RM-DMR). However, any member of the IACUC may, at any time, request to see the revised protocol and/or request FCR of the protocol.
- In order to conduct reviews by DMR subsequent to FCR, and in accordance to Office of Laboratory Animal Welfare (OLAW) guidance, UCSB has specified its intention to conduct reviews in this manner in its Assurance with OLAW.

Reference:

1. Office of Laboratory Animal Welfare: PHS Policy on Humane Care and Use of Laboratory Animals. <https://olaw.nih.gov/policies-laws/phs-policy.htm>
2. United States Department of Agriculture Regulations (9 CFR, Subchapter A) issued under the Animal Welfare Act, 2022 edition, § 2.31(d)(2). https://www.aphis.usda.gov/animal_welfare/downloads/bluebook-ac-awa.pdf
3. Office of Laboratory Animal Welfare, FAQs: <https://olaw.nih.gov/faqs#/guidance/faqs?anchor=50340>