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ANIMAL CARE SERVICES NEWSLETTER

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Drug Orders

In the state of Florida, prescription drugs can only be sold to licensed medical doctors. PhD researchers at the University of Florida are not state-licensed, which makes it difficult to attain drugs for their research. The Exemption Number Policy was created to fix this problem. This exemption number, in conjunction with a Drug Enforcement Agency (DEA) license number, will allow PhD's to also order controlled substances from a vendor. In order to obtain an exemption number, a request that it be assigned in their name must be made by sending a letter on departmental letterhead to:

**Florida Department of Health
Bureau Statewide Pharmaceutical Services
2818-A Mahan Drive
Tallahassee, FL 32308**

To expedite the processing, the letter may be faxed to (850) 922-5367.

The contents of the letter should include the protocol number (if applicable), the name of the grant that requires use of prescription drugs, a list of all substances other than test articles, and a brief description stating the conditions of the research effort that necessitate drug usage. Include statements describing:

1. the responsible party (name of applicant)
2. the name of the person who will be ordering the drugs
3. the proper, secured storage arrangement for the drugs
4. that access will be restricted to authorized personnel
5. that the drugs are not for resale

List the name and National Drug Code (if known) for the drugs to be ordered, the quantity that could be purchased at any one time, how frequently purchases will be made, and all proposed suppliers by name and state license number. The NDC number can be referenced at www.fda.gov/cder/ndc. Finally, sign the letter exactly as you want it to appear on the exemption form.

When ordering, the exemption number should be inserted on all entries requesting a state license number. The distributors of ACS purchased drugs are:

Henry Schein, Inc.
8691 Jesse B. Smith Ct.
Jacksonville, FL 32219
(800) 872-2775

Webster Veterinary Supply
13510 NW US Hwy 441
Alachua, FL 32615
(800) 225-7911

Exemption numbers are valid for 2 calendar years. An exemption may be updated to include other drugs if a written request is submitted. New projects require a new application.

DEA numbers for the vendors can be accessed through Whitney Hartz, Veterinary Care Manager. For further information, please feel free to contact her at 392-9948 or via email at whartz@ufl.edu. The State of Florida's Compliance Officers can also be contacted at (850) 487-1257.

Third Annual Spring Trail Ride

On April 8, 2006, ACS staff volunteered at the 2006 Children's Miracle Network Trail Ride at the Foxtrotter Ranch in Ocala. The 3rd Annual Spring Trail Ride is

designed to raise money for the Children's Miracle Network at Shands Hospital. The 10-mile scenic ride drew 155 riders including our



very own Megan Bates, Omar Dobbins, Whitney Hartz, Mike Riley, and Kristina Steinfeldt. ACS staff checked the horses' Coggins Test paperwork (an Equine Infections Anemia – highly contagious to horses), directed vehicle parking, served food, and educated others on animal use in research. Proving to be a success, the event raised more

than \$18,500. Having supported the event for the past 3 years, ACS believes in public outreach and is pleased to support such life-changing events.

Cancer and Genetics Update

ACS has received a temporary Certificate of Occupancy (CO) for the Cancer and Genetics building. Once all punches are taken care of, we will receive permanent CO. ACS will need time to prepare our facility for occupancy of Investigator's animals, after permanent CO has been granted. Due to various factors, we are now planning on opening our doors on October 1, 2006. For further information on the facility's progress, Robert Gump can be contacted at 273-8265 or via email at rgump@ufl.edu.

Critter Taxi

As research labs move into the Cancer and Genetics building (CAG), ACS anticipates that investigators will want to use their animals in the new lab. Since most animals are housed in Communicore, animal transportation needs must be determined until the CAG animal facility is occupied. Only terminal use in labs will be allowed until the CAG animal facilities are ready and approved for housing animals.

The plan is to provide a schedule of animal deliveries to CAG from the Communicore facility and have them delivered to the CAG labs. If animals are to be transported to a CAG lab, ACS will require the following information in order to develop the transportation plan:

1. How often would the lab need animals transported to CAG?
2. How many animals, on average, would the lab need shipped per shipment?
3. Would AM or PM deliveries be preferred?

Staff Announcements

- ❖ ACS is pleased to introduce and welcome, Dr. Joan Cole, DVM, MS, ACLAM, Diplomat, who has recently joined our division. For the past four years, Dr. Cole was employed by the University Lab Animal Resources (ULAR) department at the University of Pennsylvania. During this period, she was responsible for training ULAR staff, PIs and their staff, and assisted investigators with the development of research animal protocols while providing clinical support to research animals (emphasizing specifically on rodents). She has

also served on the University's IACUC as Chair and a member. Prior to attending the University of Pennsylvania, Dr. Cole served as the Director of Lab Animal Health at the Fox Chase Cancer Center. Dr. Cole will provide IACUC protocol guidance and clinical support for rodent colonies and housing located in Cancer and Genetics, Communicore and the MBI.

- ❖ Kathryn Jones (RLAT) has been promoted from Program Assistant in the front office to Shipping and Receiving Veterinary Technician. One of her main duties will be to facilitate rodent shipping and receiving to other institutions. In addition, Kathryn will quarantine arriving rodents from nonstandard vendors.
- ❖ Cristina Merricks has climbed the ladder from Accounts Payable Fiscal Assistant to Executive Secretary. With her Bachelor's degree in Communication, she will attempt to fill Christine Wasner's big shoes. Cristina has been with ACS for 10 months and is a welcome addition to the Director's office.

A Sad Departure

A vital part of the ACS team will soon depart for the beautiful and busy country of Singapore. Dr. Patrick Sharp will be assuming a director position at the National University of Singapore. In hopes of becoming a svelte 'Dr. Battles', the current associate director of ACS will strive to implement an effective veterinary care program where an effort to construct one has never been attempted. Dr. Sharp plans on working closely with respective organizations to properly introduce various programs existent at ACS and attain AAALAC accreditation. He will cherish the lessons learned in each area of his long journey including his experiences at ACS and in Florida. He thanks ACS for a wonderful 30 months and acknowledges how instrumental the training provided will be in his future endeavors. With a reluctant farewell, ACS bids this 'simple veterinarian' success and thanks him for his service and the impact he will leave behind.



Fomite Prevention

fo·mite (*fō'mīt*) *n.* An inanimate object or substance that is capable of transmitting infectious organisms from one individual to another.

Individuals with animal cages on carts covered by cloth surgical drapes, towels, chucks, gowns, and the like, have been observed in ACS hallways. The carts and cages have been entering the facility used, leaving the facility covering the animals, and returning to the facility. It is important that these re-used items are properly sanitized (including the carts), or disposed. There are many reasons for covering the animals (e.g., reduced personnel allergen exposure, reduced animal stress, and security). We must remember that these items serve as an excellent means to spread infectious agents around the facility and among animals. To reduce this likelihood, please use an opaque plastic bag to place the animal's cage, loosely tie the plastic bag, spray the outside of the plastic bag, wipe the bag down with your gloved hands within the cage change station, and take the animals to their destination, opening the bag upon arrival. Reverse the process when returning cages to the designated animal return room. Avoid reusing the plastic bags repeatedly and assure the carts are sanitized. When returning empty cages to Cage Wash, it is best to also have them covered. This minimizes pathogen spread and reduces the risk to the health of the UF animal colonies. Please be conscious of these and other matters which will negatively impact the health of an investigator's colony and the UF colony in general.

FY0607 Fee and Policy Changes

Animal Care Services has been preparing the 2006-07 budget and fee schedule over the last three months. The Animal Care Council has reviewed the fee schedule. ACS has presented to the Animal Care Council cost accounting methodologies and the FY0607 fee structure, and has responded to their recommendations. ACS continues to expand and review its cost accounting to monitor costs associated with the services ACS provides. Unfortunately, ACS costs of operation continue to increase disproportional to revenues from services and per diems. The budget model was based on projected expenses, revenues, and equity. The projected expenses and revenues were based on previous year's cost accounting, salary adjustments required by the University, and additional expenses that ACS will incur during the next fiscal year. It is important to recognize that the fees ACS charges are audited annually by the University's Controller. The majority of per diem rates were increased by 4%, with a few exceptions. Service fees were increased by 6%, with a few exceptions, to correct fees where costs were not

recovered. The exceptions were needed to bring the per diems 'in line' with actual costs. Our goal is to have all the per diems equally subsidized and we continue to progress in that direction. Instead of continually loading all costs onto per diems to recover expenses, ACS has moved toward a "fee for service" methodology of recovering costs over the past couple of fiscal years. Both the Animal Care Council and the Animal Care Advisory Committee support and concur in our focus on "fee for service" recovery methodology as reflected in our FY 06-07 budget. The 2006-07 services and related fees are available on the ACS web site (<http://acs/ufl.edu>) under 'myACS.' Listed below are the changes in fee structures and policies for 2006-2007:

- I. **Charge for off-cycle cage changes of 2 weeks for rodents housed in ventilated racks:** The per diem rate for mice includes a cage change interval of greater than one week and less than two weeks for other than single mouse cages. For rats, the cage changing interval is at least once per week for single and twice per week for more than one rat per cage. For mice, when it is necessary to change cages at an interval of once per week there will be a 50% surcharge and a 100% surcharge for twice per week changing. For single housed rats, cage changing of twice per week will result in a 50% surcharge and for daily changing there will be a 100% surcharge. Cage changing will be required when the ammonia level is detected by the animal care staff. There will be no additional charge if cage changing is required due to a malfunction of the caging system (for example, a wet cage from a leaking water bottle). Changing cages beyond our normal care will incur additional charges.
- II. **Fee for disposal of swine, sheep, and horse carcasses:** Effective July 1, 2006, the charge for disposal of large animal carcasses, such as sheep, swine, cattle, and horses will be \$.75 per pound.
- III. **Charge for regulatory compliance at non-ACS managed facilities:** Animal Care Services Veterinarians provide veterinary oversight and other services for HSC and CLAS departments and Investigators that do not house animals within ACS-managed animal housing facilities. Effective July 1, 2006, ACS will bill the departments for

veterinary time and materials provided for animals housed outside ACS-managed facilities and where per diems are not being charged. The services provided will be identified on the bill. Please note animals may only be housed in an IACUC approved facility.

IV. **Single mouse rate changes:** The use of the single mouse cage rates for housing more than one mouse in a cage for more than 48 hours will be marked as overcrowded. The cage card will be converted to the cage rate used for up to 5 mice per cage. ACS recognizes that investigators may move females to the male's cage for breeding. For the single mouse rate, no more than 2 females will be allowed in the male's cage for more than 2 consecutive days. A breeding card will be placed on the single cage stating the date the females were relocated to the male's cage. The cost of housing a single mouse in a cage is not very different if changed at the same frequency. However, if the cage changing frequency can be extended, the cost for housing single mice is less than cages with more than one mouse. ACS will be evaluating the cage changing interval for single-housed mice and the single cage rate over the next year. Investigators are advised that the single cage rate may be eliminated in the future.

V. **Minimum per diem:** Effective July 1, 2006, there will be a minimum per diem equivalent to three days per diem. This charge is valid for all new cages including new animal orders, imports, weaning, etc. Currently, the costs associated with setting up cages are not recovered. The minimum per diem rate is needed to cover the costs associated with setting up cages, pens, runs, and maintaining clinical records for incoming animals.

VI. **Surgery cancellation or no-show fee:** weeks notice N/C, < 24 hrs \$50: Effective, July 1, 2006, there will be a \$50 service fee

for surgery room cancellations and no-shows with less than 24 hours notification.

Mouse Breeding Colony

ACS will be moving the Rodent Breeding Colony services to the new Cancer and Genetics Building within the next few months. ACS recognizes that different strains of mice may require specialized cage environments to maximize productivity. In order to better comply with each need, tiered per diems are provided. Please refer to the ACS fee schedules for the tiered rates for breeding services. Level 1 breeding service or .80 per day will be the default charge. Investigators may request different levels of breeding services by contacting Ryan Fiske at (386) 418-1681 or via email at rfiske@vpha.health.ufl.edu.

The table below describes the 2006-2007 fiscal years' rates:

Costs											
Level	Diet	Water	Nectar	Bedding	Nestlet	House	Cage Change	Weaning	ID	Mating	Tailing
1	Standard	Autoclaved	No	Corncob	Yes	No	Standard	Yes	Ear Punch or Tag	Yes	Yes
2	Breeder	Autoclaved	No	Corncob	Yes	No	Standard	Yes	Ear Punch or Tag	Yes	Yes
3	Breeder	Autoclaved	No	Corncob	Yes	Yes	Standard	Yes	Ear Punch or Tag	Yes	Yes
4	Breeder	Autoclaved	Yes	Alpha-dri	Yes	Yes	2x weekly	Yes	Ear Punch or Tag	Yes	Yes
5	Breeder	Antibiotic	Yes	Alpha-dri	Yes	Yes	3x weekly	Yes	Ear Punch or Tag	Yes	Yes

Level	Per Diem	Breeding Costs	Services (See Codes)	1	Timed Matings
1	\$0.80	Easy to Breed	2, 3, 4, 6, 8, 12	2	Set up Matings
2	\$0.85	Average Breeding	1, 2, 3, 4, 6, 8, 9, 10, 12	3	Weaning
3	\$0.87	Moderate Difficulty	1, 2, 3, 4, 6, 8, 9, 10, 11, 12	4	Tail Biopsy
4	\$1.23	Very Difficult to Breed	1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 12	5	Blood Collection
5	\$1.37	Most Difficult to Breed	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12	6	Identification
				7	Antibiotic water administration
PIs will provide all Materials: Ear Tags, Tail Tubes, PCR prep buffer, etc.				8	Maintain breeding database
				9	Copulation plug checking
ACS will provide services: Weaning, Breeding, ID, Tailing				10	IP injections
				11	SQ Injections
Mouse SPF non-breeding cage per diem: \$0.80				12	Litter Weight at Weaning

* Based on 2005-2006 per diems

Cost Stratus Developed through Discussions with PIs

For a closer look at our rates, the above slide will be available on the myACS website.

Animal Care Services (ACS) publishes this newsletter to communicate with those who use or provide support to the animal care program at the University of Florida. This newsletter contains various items of importance to animal users. We use e-mail as our primary method of distributing the newsletter, but also have copies available in the animal facilities. Please print this newsletter and distribute it to members of your department. If you did not receive this newsletter by email and would like to be added to the email list, please send an email message to cmerrick@vpha.health.ufl.edu with "Add to ACS Newsletter" as the subject. This and all past issues of the newsletter can be accessed at <http://acs.ufl.edu/newsletter.shtml>.