

COMPARATIVE MEDICINE
LABORATORY ANIMAL FACILITIES

STANDARD OPERATING PROCEDURE
for
ENTRY AND DRESS REQUIREMENTS
for
SPF RODENT FACILITY

1.0 Purpose:

The SPF Rodent Facility is designed specifically to house rodents that are either transgenic or immune suppressed, under more stringent conditions than conventional housing. The purpose of this SOP is to ensure these animals remain free of both clinical and subclinical infections. The SPF facility is designed to exclude all bacteria, viruses, fungi, and spores. Positive pressure airflow ensures air passes from the inside of the facility out, to keep potential pathogens from entering the area. The sources of contamination for these animals are the environment, adjoining conventional animal facility, and personnel (hair, skin, expired breath, clothing). The procedures outlined in this SOP are necessary to protect the animals from these sources of contamination.

2.0 Scope:

This procedure applies to all CMLAF, principal investigator and maintenance personnel

3.0 Procedure:

3.1 CONDITIONS FOR APPROVAL

- A. Entry is strictly limited to those granted approval by the CMLAF Manager and/or CMLAF Veterinarian.
- B. Approval of entry will be granted upon completion of:
 - 1. Training sessions
 - 2. Reading applicable SOPs
 - 3. Submission of approval form to CMLAF Manager
- C. Visitors must be authorized by CMLAF manager, AND be accompanied by the Principal Investigator, Facility Manager, Veterinarian, CMLAF Director or his/her designate.

3.2 CONDITIONS FOR ENTRY

- A. Entry is permitted only if personnel have showered, donned clean clothes, and have NOT had direct contact with other animals (i.e. have not entered animal holding rooms in CMLAF) that day.
- B. Entry must occur first in the day, before working in CMLAF or in research labs that contain animals.
- C. Entry is through Door 1.
- D. Do not cross over red line on floor
- E. Immediately don shoe covers over each shoe, as you step over the red line.
- F. Wash hands in sink in 175 A.
- G. Shoe covers and clean scrub suits are required for working in area 175A.
- H. Entry is forbidden via Doors 4 & 5.
- I. All personnel who HAVE been in direct contact with animals MUST OBTAIN PERMISSION FROM MANAGEMENT, and shower prior to

entry.

3.3 ENTRY TO SPF AREA

- A. Proceed to men's or women's change rooms (175 B or C), walk through the shower stall, and don protective apparel provided in room 177 or 179.
- B. If SHOWER is required:
 - 1. Remove clothes and leave in locker in 175 B or C, shower (take shoes with you), don clean scrub suit, and exit through to 177 or 179, and don protective apparel as described below.
- C. Remain in the area demarcated by red tape while gowning.
- D. Don cap, mask, Tyvek jumpsuit, and gloves
- E. Place 2nd pair of shoe covers over 1st as you step over red line.
- F. Entry is restricted to individual animal suites as assigned to PIs, and only authorized personnel.
- G. Caretakers must change gloves between suites, (provided in each suite) if cages or animals have been handled.

3.4 EXIT PROCEDURES

- A. Exit via men's and women's change rooms (177, 179), proceed through the showers, and remove protective apparel in 175 B or C. Keep 1st pair of shoe covers on.
- B. Proceed from change room to exit facility via Door 1.
- C. Remove foot covers once back into red demarcated area inside of entrance door.
- D. Doors 4 & 5 are ONLY for removal of large equipment (cage racks etc) and for emergency exit only (fire).
- E. Doors 4 & 5 are never to be propped open or to be used for routine exit of personnel.

**ENTRANCE APPROVAL FORM
FOR
SPF RODENT FACILITY**

1. I have read, understand, and will follow the Standard Operating Procedures listed below:

- ENTRY AND DRESS REQUIREMENTS FOR SPF FACILITY
- CAGE MANIPULATION PROCEDURES
- THE REMOVAL OF DEAD ANIMALS FROM SPF UNIT

2. I have attended a training session on the use of the SPF facility on
(date)_____

I hereby will follow the procedures outlined above:

Print Name_____

Signature_____

Date_____

Approval from LAF Manager:

Signature_____

Date_____