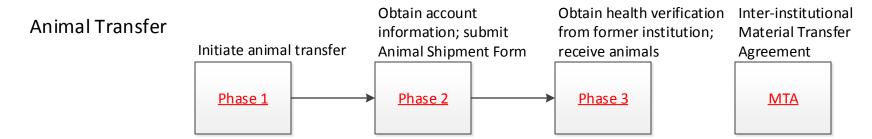
Revised 9 20 18

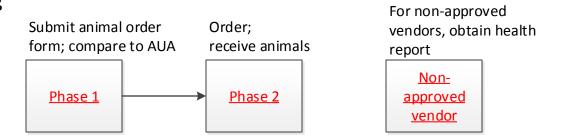
Important Notes

All animal ordering and transportation arrangements are facilitated through the MCW Biomedical Resource Center (BRC). Contact the BRC office at BRCAdmin@mcw.edu or 414-955-4209 for help with the specific process of obtaining your animals.

Index of Process Maps



Animal Ordering



Glossary

AUA – Animal Use Application

ASF – Animal Shipment Form

BRC – Biomedical Resource Center

eBridge – online system for routing approvals

GCO - Grants & Contracts Office

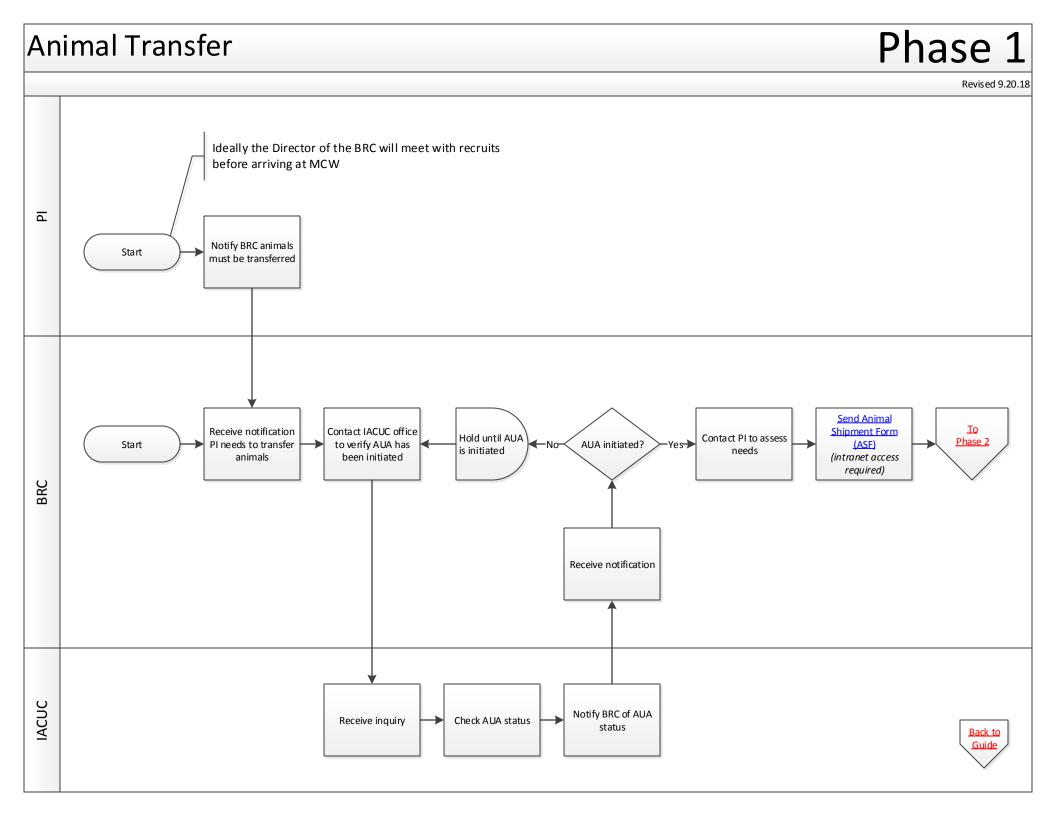
HV – Health Verification

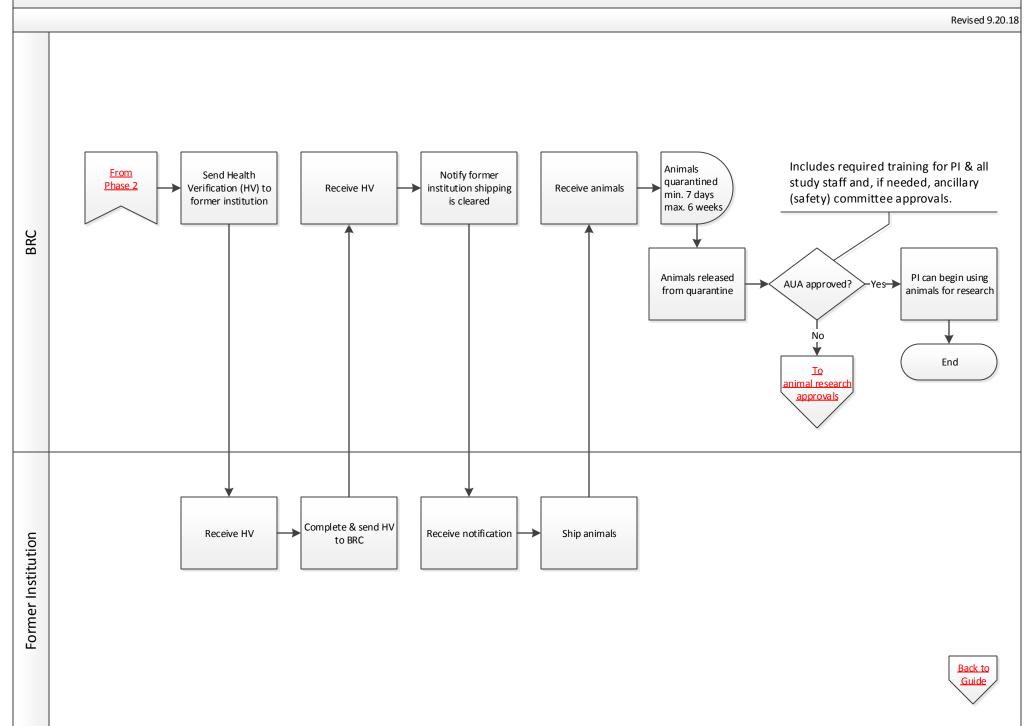
IACUC – Institutional Animal Care and Use Committee

PI - Principal Investigator

Vet – Veterinarian







Phase 1 **Animal Ordering** Revised 9.20.18 Wait for Amendment amendment to Amend AUA Receive notification approved be approved Ы **Submit Animal Requisition Form** Start Revise form Receive notification (intranet access required) Notify PI Notify PI change(s) amendment is needed needed **BRC** Staff Yes Compare # animals Order <u>To</u> ordered to # animals exce eds Form complete Phase 2 Review form approved on Receive form # of approved & accurate? Animal Use animals? Application (AUA) Back to

Phase 2 **Animal Ordering** Revised 9.20.18 <u>From</u> Non-approved Approved Phase 1 <u>vendor</u> vendor? subprocess BRC Yes Animals Submit order quarantined Animals released electronically to Receive animals min. 7 days from quarantine vendor max. 6 weeks Vendor Receive order Process order Ship animals Includes required training for PI & all study staff and, if needed, ancillary (safety) committee approvals. <u>To</u> PI can begin using AUA approved? End approvals Б animals for research

