The University of Kansas-Lawrence
Institutional Animal Care and Use Committee

Non-Compliance Reporting Procedures

Concerns or complaints may be brought to the attention of the IACUC by any member of the University or general public. Reports may be made anonymously. The anonymity of individuals reporting concerns will be maintained to the degree legally possible. No person shall be retaliated against as a result of voicing a concern. The individuals against whom the allegations are made will be treated in a fair and professional manner throughout the investigation.

No KU employee, student, or IACUC member will be discriminated against or subjected to any reprisal for reporting suspected noncompliance.

Concerns or complaints regarding animal use at The University of Kansas should be brought directly to the attention of the responsible party whenever possible.

If the concern cannot be handled directly or the resolution is not satisfactory, either of the following procedures should be followed.

In emergencies, the University Attending Veterinarian (UAV) or designee should be contacted immediately. The UAV or designee shall take any necessary action to relieve animal suffering or address animal welfare issues. The concern and action taken by the UAV will be reported to the IACUC Chair or designee by the end of the next regular business day. The Chair or designee will then appoint an ad hoc subcommittee as described below.

In non-emergency situations, the concern should be submitted to the IACUC Chair, IACUC coordinator, UAV, or any other IACUC member. Within 72 hours of receipt of concern, the Chair or designee will appoint an ad hoc subcommittee. The subcommittee will be composed of no less than three IACUC voting members. The subcommittee may solicit the expertise of subject matter experts if required. The IACUC Chair or designee shall notify the responsible PI of the concern and request a response that will be provided to the subcommittee. The subcommittee will report its findings to the IACUC at the next scheduled or called meeting. All parties will be provided with the specific complaints and provided an opportunity to respond to the convened IACUC. The IACUC, by a simple majority vote of quorum, will determine what actions will be taken, and the Chair will notify the PI of such action.

The IACUC may, by a simple majority vote of quorum, suspend an activity or impose lesser corrective remedies if activities are determined not to be conducted in accordance with an approved AUS or applicable provisions of Federal, state, and local animal care and use regulations and guidelines.

A written summary of findings and actions will be forwarded to the concerned parties, including external entities if applicable, and the IO.