



**THE UNIVERSITY OF TOLEDO  
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE**

SUBJECT: Institutional Animal Care and Use Committee (IACUC) Protocol Pre-Review  
Standard Operating Procedure

DATE: November 17, 2020

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This document provides the approved practice and procedures for pre-review of animal care and use protocol proposal by the University of Toledo. The focus of this pre-review is to confirm that the information provided in the IACUC protocol by the Principle Investigator (PI) is correct and complete. The process for the pre-review of protocols shall be as follows.

- After submission through the IRB Manager system, a pre-review of the protocol may be performed by the IACUC Administrator and Attending Veterinarian focusing on the following:
  - administrative issues,
  - identification of sections where inadequate or incomplete information is provided,
  - animal welfare issues (proper endpoints, use of anesthesia and analgesia),
  - clarity in procedures being conducted.
- Upon completion of the pre-review all comments sent to the PI for revision through the IRB Manager system.
- The revised protocols will be reviewed by the committee via Full Committee Review or Designated Member Review.