



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

SUBJECT: Institutional Animal Care and Use Committee (IACUC) Adverse/Non-Compliance Event Reporting Process

DATE: March 19, 2025

This document provides the approved practice and procedures for reporting Adverse/Non-Compliance Events by The University of Toledo.

The reporting process for an Adverse/Non-Compliance Event follows these steps:

1. Research personnel or the DLAR must promptly inform the IACUC office in the event of an adverse or non-compliance.
2. The event will be discussed at the monthly meeting with IACUC Chair, IACUC Vice-Chair, Attending Veterinarian and the Director, Research Compliance.
3. The PI will submit an xForm through the IRB manager system, providing detailed information about the incident and any corrective actions taken.
4. In the case of a reportable event, the IACUC office will send a preliminary report to OLAW, AAALAC, and/or USDA.
5. The event, along with the unexpected outcomes and corrective actions, will be reviewed during a full committee meeting with a quorum present.
6. The committee will either approve the report or recommend additional modifications and corrective actions.
7. Once the report is approved, the Institutional Official (IO) will submit a final report to OLAW, AAALAC, and/or USDA.