Policy on Post Approval Monitoring (PAM)

Office of Accountability:	Vice-President, Academic and Research
Office of Administrative Responsibility:	Vice-President, Academic and Research and the Office of Research Services
Approver:	Board of Governors
Scope:	Ensure procedural animal care compliance
Approval Date:	August 2011
Renewal Date:	August 2014
Policy Number:	NU-RES-2011.13

Purpose

All research and teaching projects involving live vertebrate animals at Nipissing University must follow guidelines and policies of this institution and the Canadian Council on Animal Care (CCAC). It is therefore essential to have a comprehensive and instructive program in place that will ensure the ethical use of animals, while providing the investigators with the best tools to achieve their objectives.

The PAM program will work in collaboration with, and in support of, research and teaching staff members as a collegial approach to achieving regulatory compliance.

Membership

The PAM Sub-committee will be comprised of Animal Care Committee (ACC) members who participate in turn to include:

i.   One animal-health expert (i.e. Consulting Veterinarian)
ii. One scientist (animal user)
iii. One non-animal user
iv. PAM Administrator (Animal Care Coordinator)

Responsibilities of PAM Sub-Committee

i.   To ensure that all laboratories and facilities are visited on at least an annual basis. Not all protocols require PAM visits; this will be dependent on the risk assessment:
     a. All protocols with a category of invasiveness of D and E will require PAM visits;
     b. All protocols with a category of invasiveness of A, B and C will be assessed to determine if PAM is required.
ii. To ensure animal welfare through review and observation of animal procedures, post procedure monitoring of animal condition, review of record keeping, confirmation of agreement between procedures performed with procedures proposed in the approved protocol.

iii. To ensure compliance with Nipissing University and CCAC regulations, policies and guidelines. In the case where a severe non-compliance issue is suspected,   the ACC Chair will be immediately informed.
iv. To identify educational and training needs.
v. To identify strengths and needs for refinement within Nipissing's Animal Care and Use Program.
vi. To document all communications and observations in the PAM process to ensure accountability.

Meetings and Process

The ACC/PAM Administrator will provide administrative support to the Sub-committee to include scheduling of meetings, record keeping and other related needs.

The PAM Sub-committee will report to the Animal Care Committee (ACC) at regular meetings.

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