

Policy on Animal Care and Ethics Training for Animal Care Committee Members at Saint Mary's University

October 2021

Purpose and Responsibilities

As a certified institution of the [Canadian Council on Animal Care](#) (CCAC), Saint Mary's University is required to have a program for training new members of the Animal Care Committee as well as ongoing training for all members of the Committee.

The Policy on Animal Care and Ethics Training for Animal Care Committee Members is ultimately the responsibility of the Vice President Academic and Research (VPAR). The VPAR has designated day-to-day responsibility for the Policy and the training program to the Associate Vice President Research (AVPR). The AVPR has authorized the SMU Animal Care Committee, and, in particular, the Chair of the Committee and the Animal Care Coordinator, to manage the training program, to review it annually, and make recommendations on any changes to the AVPR.

Training of new ACC Members

New members of the ACC will receive training in four areas:

1. [CCAC's Core Stream on Ethics in Animal Experimentation](#)
2. [CCAC's Core Stream on Occupational Health and Safety](#)
3. [CCAC's Core Stream on the Three Rs \(Replacement, Reduction and Refinement\) of Humane Animal Experimentation](#)
4. SMU ACC policy and procedures (as details on the [SMU ACC website](#), plus the normal workings of ACC Meetings).

Prior to their first ACC Meeting, new members will study the documents associated with the four areas above then the Chair and/or ACC Coordinator will meet with the new member to review the documents, highlight topics most relevant to the SMU ACC, and answer any questions from the new members. There is no formal exam for this training.

The ACC Coordinator keeps of record of the training activities for each new ACC Member.

Ongoing training of ACC Members

Ongoing training of ACC Members consists of two components:

1. There will be a standing agenda item at every second ACC Meeting for a short (e.g. 15 min) training session by the ACC Coordinator on some aspects of CCAC and SMU ACC Policy and Procedures.
2. Members will be encouraged to participate in CCAC National Workshops. The cost of their attendance will be covered by the University.

The ACC Coordinator keeps of record of the ongoing training activities for each ACC Member.