

**MAPPING TABLE
(VERSION 1, 5/8/2013)**

When the IACUC of a non-VA affiliate institution serves as the IACUC of Record for a VA facility, the protocol form used by the affiliate institution may be used for work that is to be supported by VA funding, provided that all of the information required on the ACORP (Animal Component of Research Protocol, Version 4) is submitted for Just-in-Time processing.

To document the mapping between the affiliate form and the ACORP, please complete the table below to show the location in the affiliate form for the information required in each of the items in the ACORP. Enter the name of the affiliate institution, the name and number of the VA station served, and the name of the animal protocol form in the header of the table, following the “▶” symbols. Please refer to the ACORP (Main Body and Appendices 1-9) and the instructions for completing the ACORP (available at www.research.va.gov/programs/animal_research) for details of the specific information required.

The Mapping Table will be reviewed by the Office of the CVMO, and any items that are required on the ACORP but are not covered in the affiliate’s form will be evaluated to determine whether some sort of VA appendix to the affiliate’s form may be required for JIT submission. If so, the appendix will be entered into the Mapping Table for those items on the ACORP. When the Mapping Table and any required appendix are approved by the Office of the CVMO, the “Date of CVMO Office approval” will be entered below the table.

A scanned copy of the approved Mapping Table, showing all dated signatures, must be submitted along with the protocol approved by the affiliate IACUC serving as the VA IACUC of Record, when documentation for Animal Subjects Research is required for JIT processing. Any information required by the ACORP that does not appear in the affiliate form must be provided as an appendix/attachment, reviewed and approved by the IACUC, along with the affiliate form.

Animal Component of Research Protocol (ACORP) Version 4	Name of Affiliate Institution ▶ Name and Number of the VA Station for which the Affiliate’s IACUC Serves as the IACUC of Record ▶ Name of Animal Protocol Form (including the date or version number) ▶
Main Body	
A.1 Full Name of PI(s)	
A.2 VA Station Name and Number	
A.3 Protocol Title	
A.4 Animal Species covered	
A.5 Funding Source(s)	
A.6.a Project Title and date of R&D Committee Approval	
A.7 Type of animal Use	
B. Description of Relevance and Harm/Benefit Analysis	
C.1 Lay Summary	

C.2 Complete description of the proposed use of animals (including experiment plan, number justification, and procedural descriptions)	
D. Species	
E. Personnel qualifications and training	
F. Training to be provided	
G. Occupational Health and Safety	
H. Animals to be Used	
I. Numbers of animals requested	
J. Management of USDA Category D procedures	
K. Justification of Category E procedures	
L. Veterinary Support	
M.1 Caging needs	
M.2 Enrichment	
M.3 Customized routine husbandry	
N. Housing Sites	
O. Antibody Production	
P. Biosafety	
Q. Locations of procedures	
R. Body Fluid, Tissue, and Device Collection	
S. Surgery	
T. Endpoint Criteria	
U. Termination or removal from the protocol (including euthanasia methods and other disposition)	
V. Special Procedures	
W. Consideration of Alternatives and Prevention of Unnecessary Duplication	
X.1 Controlled drugs	
X.2 Human patient care equipment or procedural areas	
X.3 Explosive agents	
Y. Standard Operating Procedures	
Z. Certifications	
Appendix 2 Antibody Production	
1. Immunization	
2. Survival Blood Collection	
3. Terminal Blood Collection	
4. Harvesting Feeder Cells	
5. Expansion of Hybridoma Cell Line(s) <i>in vivo</i>	
Appendix 3 Biosafety	
1. Summary of All Materials Administered	
2. Summary of How Materials will be Administered	
3. Anesthesia, Sedation, or Tranquilization	
4. Toxic Agents	
5. Infectious Agents	
6. Biological Agents	

7. Radioactive Agents	
8. Agents Containing Recombinant Nucleic Acid	
9. Potential for Pain or Distress	
10. Protection of Animal Facility Staff	
11. Signatures	
Appendix 4 Antemortem Specimen Collection	
1. Summary of Specimens	
2. Use of Anesthetics, Tranquilizers, or Analgesics	
3. Volume Replacement for Fluid Collections	
4. Monitoring the animals	
Appendix 5 Surgery	
1. Surgery Classification (including justification of multiple survival surgeries)	
2. Description of Surgeries	
3. Personnel	
4. Location of surgery	
5.a Pre-operative procedures	
5.b Pre-operative medications	
5.c Pre-operative preparation of the surgical site	
6.a Intra-operative medications	
6.b Intra-operative physical support	
6.c Intra-operative monitoring	
7.a Measures for maintaining sterility for survival surgeries	
7.b Post-operative support	
7.c Post-operative analgesia	
7.d Other Post-operative medications	
7.e Post-operative monitoring	
7.f Post-operative consequences and complications	
7.g Post-surgical medical records	
8. Signature	
Appendix 6 Special Husbandry and Procedures	
1. Table of procedures	
1.a Complete description of each procedure	
1.b Why each procedure is necessary	
2. Personnel	
3. Table of Potential Pain or Distress	
3.a Alleviation of potential pain or distress	
3.b Justification for not alleviating or preventing potential pain or distress	
4. Monitoring	
Appendix 7 Use of Patient Care Equipment and/or Areas for Animal Studies	

2.a Identify the equipment to be used	
2.b Procedure(s) to be performed with the equipment	
2.c Addressing contamination of the equipment	
3.a Location(s) of human patient care areas to be used	
3.b Animal species to be used in these areas	
3.c Number of animals to be used in these areas	
3.d Date(s) of use	
3.e Time(s) of day of use	
3.f Procedure(s) to be performed on the animals in these areas	
3.g Protection and cleaning of the areas	
3.h Benefits to the patients	
3.i Necessity for the use of these areas	
3.j Animal transport	
3.k Preventing humans from being affected by the presence of the animals	
4. Signatures	
Appendix 8 Use of Explosive Agent(s)	
2.a Identify the explosive agents	
2.b Locations where the explosive agents will be used	
2.c Procedure(s) to be performed	
2.d Precautions for preventing explosions	
2.e Period of use	
2.f Animals that will be administered the explosive agents	
3. Personnel	
4. Signatures	
Appendix 9 Departures	
Description of each IACUC-approved "departure" that is part of this protocol	

Signatures

The signatures of the IACUC Chair and the Attending Veterinarian representing the VA, below, certify that the IACUC of the affiliate institution identified above, serving as the IACUC of Record for the VA station identified above, has voted that:

- (1) the affiliate's animal use form provides the information required by the ACORP as shown in the Mapping Table above, and
- (2) the IACUC will review (and approve if compliant with regulatory requirements) any VA appendix that is required by the Office of the CVMO and is therefore identified in the Mapping Table to cover items that are required in the ACORP but are not included in the affiliate's form.

Name of Attending Veterinarian for the VA	Signature	Date
Name of IACUC Chair	Signature	Date

The signature of the CVMO below certifies that the affiliate's animal use form and any VA appendix identified in the Mapping Table above are acceptable for animal use protocols to be submitted for JIT processing required for release of VA funding support.

Name of the CVMO	Signature	Date