Before admission to the animal facility:

1. Faculty, staff and students intending to work with animals:
   - Successful completion of the Online Vertebrate Animal Training courses (see below).
   - Enrollment in the Occupational Health and Safety (OH&S) program consisting of completion of the Health Questionnaire and its review by a healthcare professional: (http://research.binghamton.edu/LaboratoryAnimalResources/). A Binghamton University Account Id (PODS Id) is needed to complete the online form.

2. Visitors or temporary personnel intending to work with animals < 3 months:
   - Enrollment in the OH&S program with completion and review of the:
     a) Visitor Health Questionnaire
     b) History of Educational Training (http://research.binghamton.edu/LaboratoryAnimalResources/)

3. Infrequent visitors to Science V NOT working with animals:
   - Completion of the Visitor Waiver form with the option of completing a Visitor Health Questionnaire: (http://research.binghamton.edu/LaboratoryAnimalResources/)

4. Employees working in Science V but not coming in contact animals are invited to enroll in the OH&S Program by:
   - Submission and review of the Health Questionnaire (http://research.binghamton.edu/LaboratoryAnimalResources/)
   - Information about facilities that house laboratory animals is available through Environmental Health & Safety, Kelly Donovan, 607-777-6834, donovan@binghamton.edu

All visitor forms can be emailed or sent to:
Penny Evans (pevans@binghamton.edu)
Binghamton University, LAR
PO Box 6000
Binghamton, NY 13902-6000
TRAINING COURSES

1. **Online Vertebrate Animal Training:**

   Go to: [www.citiprogram.org](http://www.citiprogram.org). Register, select **SUNY-University at Binghamton** as the *Participating Institution*, log in and pass the following courses:

   - Working with the IACUC
   - Binghamton University Basic Course (automatically downloaded)

   **Laboratory rodent users must also complete:**
   - Working with Rats and/or Mice (depending on species contact) in Research Settings
   - Post Procedure Care of Mice and Rats in Research: Reducing Pain & Distress

   **Field study users must also complete:**
   - Wildlife Research

   **Fish users must also complete:**
   - Working with Fish in Research Settings

   **Amphibian users must also complete:**
   - Working with Amphibians in Research Settings

   **Rabbit users must also complete:**
   - Working with Rabbits in Research Settings

   **Other species:**
   - Training to be determined by the PI, Veterinarian, and OH&S Specialist

   *You must be registered under SUNY-University at Binghamton for coursework to be valid.*

2. **Laboratory Safety & Compliance Training:**

   This will be scheduled by Binghamton University’s EH&S department.

   You will be notified via e-mail and cleared to work with animals once the health questionnaire is reviewed and the online vertebrate animal training is completed.

For questions please contact Penny Evans, 607-777-3836, [pevans@binghamton.edu](mailto:pevans@binghamton.edu).