

**Requirements for Working WITH ANIMALS and/or in Animal Facilities**  
**Institutional Animal Care and Use Committee (IACUC) of Binghamton University**  
Updated: 2022

Before admission to the animal facility:

**1. Faculty, staff and students intending to work with animals:**

- Successful completion of the Online Vertebrate Animal Training and Biosafety courses (as specified below).
- In-person attendance at an Environmental Health & Safety (EH&S) Laboratory Safety Training session.
- 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:**

- A) Successful completion of the Online Vertebrate Animal Training and Biosafety courses (as specified below) -OR-
- B) Prior training experience provided in the “History of Educational Training” form.
- Enrollment in the OH&S program with completion and review of the “Visitor Health Questionnaire” form.

Forms are available at <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 with animals:**

- In-house training from the Occupational Health and Safety Specialist
- Invitation to enroll in the OH&S Program with submission and review of the Health Questionnaire (<http://research.binghamton.edu/LaboratoryAnimalResources/>)

Health and safety information is available from Bridget McCane-Saunders, Occupational Health and Safety Specialist, 607-777-2211, [bmccane@binghamton.edu](mailto:bmccane@binghamton.edu)

All **visitor** forms can be emailed or sent to:

Tracy Zeller ([tzeller@binghamton.edu](mailto:tzeller@binghamton.edu))  
Binghamton University, LAR  
PO Box 6000  
Binghamton, NY 13902-6000

## TRAINING COURSES

### 1. Online Vertebrate Animal Training and Biosafety Courses:

Go to: [www.citiprogram.org](http://www.citiprogram.org). Register, search for **SUNY - University at Binghamton** (type exactly) as the *Participating Institution*, and add the following courses:

- Working with the IACUC
- Binghamton University Custom Course (automatically downloaded)
- Initial Biosafety Training (under Question 4 when adding CITI courses)

#### **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.***

You will be notified via e-mail and cleared to work with animals once the health questionnaire is reviewed, the EH&S Laboratory Safety Training is complete, and the online courses are finished and passed.

### 2. EH&S Laboratory Safety Training:

This annual training will be scheduled by Binghamton University's Environmental Health and Safety department (EH&S). In-person training is required the first year. Annual training thereafter can be taken in-person or online. Access the online lab safety module and blood borne pathogen training by sending an email to [comply@binghamton.edu](mailto:comply@binghamton.edu) and providing:

- Name
- B Number
- Title/Job Title
- Supervisor Name and Email
- Start Date
- Modules: Lab Safety, Blood Borne Pathogen

Print certificates for your supervisor.

### 3. **Research Compliance:**

For other research requirements and training including human subjects, conflict of interest, stem cell research, export control, radiation safety, institutional biosafety, and responsible conduct of research, please see the research compliance site:

<https://www.binghamton.edu/research/compliance/index.html>

For questions please contact Tracy Zeller, 607-777-3836, [tzeller@binghamton.edu](mailto:tzeller@binghamton.edu).