

**STANDARD OPERATING PROCEDURE**  
**RECEIPT, ACCLIMATION, AND**  
**PREVENTIVE MEDICINE STANDARDS FOR CATS**

**1.0 PURPOSE:**

- 1.1 This SOP specifies the techniques used by Animal Resources (AR) personnel relating to the receipt and acclimation procedures for all cats used for research or instruction at the College of Veterinary Medicine. It also specifies the standards for preventive medical care for this species.
- 1.2 The individual assigned to perform the duties and tasks listed in this SOP is responsible for its implementation.

**2.0 STANDARDS:**

- 2.1 All cats should be housed and husbanded in accordance with the environmental, primary enclosure and enrichment standards outlined in relevant SOPs for Animal Resources. ”.
- 2.2 All cats will be obtained from licensed dealers for purpose-bred animals. These sources will be approved by AR. Animal Resources will not procure random-source cats.
- 2.3 All cats will be appropriately identified, and applicable records will be maintained according to Animal Welfare Regulations (enforced by USDA-APHIS), and the most recent version of the *PHS Guide for the Care and Use of Laboratory Animals*.
- 2.4 All efforts must be made to minimize stress and optimize the welfare of newly-acquired animals. Professional, compassionate handling and treatment is the required standard with high consideration to personal safety.
- 2.5 Purpose-bred animals are acquired from dealers appropriately licensed for the breeding and sale of research cats. These cats are typically shipped by air or ground over considerable distances. Therefore, a 1-week period of acclimatization is necessary for the animals to become more comfortable with their new environment.
- 2.6 These standards are applicable both to newly-acquired cats and cats held and maintained for long-term projects.

**3.0 SPECIAL CONSIDERATIONS:**

**3.1 Animal Health:**

- 3.1 The overall general health condition of each animal should be evaluated during the physical examination upon receipt. Refer to section 5.1
- 3.2 All cats must be closely monitored and observed for any signs of disease or abnormal health
- 3.3 Look for obvious signs that indicate an animal may have aberrant behavior. Any cat that exhibits aggressive tendencies such as vocalizations or hissing must be reported to the area supervisor.
- 3.4 Any animals suspected of or found with any animal health problems should be reported to the Animal Health Technician (AHT).

**3.2 Health and Safety:**

- 3.1.1 Follow all Personal Protection Equipment (PPE) requirements. See section 3.3.
- 3.1.2 Follow all SOPs when using equipment and chemicals.

- 3.1.3 Material Data Safety Sheets (MSDS) and First Aid Kits are located in all Animal Facility Offices.
- 3.1.4 The facilities are equipped with fire extinguishers, emergency showers, and an eye wash stations.
- 3.1.5 Personnel should wash their hands and lower arm area after husbanding cats and/or working with chemicals.

### **3.3 Personal Protection Equipment:**

- 3.3.1 Scrubs, coveralls, or uniforms are required while receiving and manipulating dogs.
- 3.3.2 Gloves are required while receiving and manipulating cats.

## **4.0 OPEN**

### **4.1 This section has been deliberately left blank.**

## **5.0 PROCEDURES:**

### **5.1 Animal Receipt and Physical Exam Standards:**

- 5.1.1 Cats should arrive with a USDA-APHIS “Interstate and international certificate of health examination for small animals” (or equivalent), and vendor-produced health history which should include identifications, vaccinations and dewormings, etc.
- 5.1.2 Upon arrival, a Clinical Health Record (medical record) must be initiated for each cat. This record must include the following:
  - 5.1.2.1 Vendor-issue ear tattoos
  - 5.1.2.2 Date the cat was acquired
  - 5.1.2.3 Sex of cat
  - 5.1.2.4 Weight of cat
- 5.1.3 A physical examination must be performed upon arrival of each healthy cat . This physical exam must be recorded on the Clinical Health Record (medical record).
  - 5.1.3.1 Look for ocular and/or nasal discharge
  - 5.1.3.2 Observe respiratory condition (e.g., coughing, sneezing, labored breathing etc.)
  - 5.1.3.3 Look for signs of diarrhea, blood, or vomit
  - 5.1.3.4 Check for any lesions or abrasions on the skin; look for matted or dirty fur/hair. Look for any injuries (old or new)
  - 5.1.3.5 Observe each animal for overall temperament and/or for signs of stress (e.g., shivering, shaking, etc.)
  - 5.1.3.6 Check overall body condition and look for other clinical symptoms that might be an animal health problem.
  - 5.1.3.9 Perform a fecal flotation examination for endoparasites and an external

examination for fleas, ticks, and other ectoparasites.

- 5.1.4 Information for each cat must also be recorded on the USDA, APHIS, Record of Disposition of Dogs or Cats, Form 7006 (*Attachment 3*)
- 5.1.5 Standards for annual physical exams: A physical exam should be performed annually by a CVM veterinarian, a registered veterinary technician, or a 4<sup>th</sup>-year DVM student under faculty guidance. Upon review of the animal's medical record, the following should be performed and recorded in the medical record:
  - 5.1.6.1 Revaccination as appropriate, described in 5.2.1 below.
  - 5.1.6.2 An annual fecal examination (fecal flotation) for endoparasites.
  - 5.1.6.3 An annual heartworm test.
  - 5.1.6.4 An oral examination with dental evaluation to determine the need for dental prophylaxis.

## **5.2 Preventive Medical Treatments and Identification:**

- 5.2.1 Vaccines
  - 5.2.1.1 FVRCP: Feline Viral Rhinotracheitis-Calicivirus-Panleukopenia vaccine. The standard shall be that cats will be vaccinated once every three years. Cats that have not been vaccinated will require a two-vaccine booster 3 weeks apart, another a year later, and then every 3 years thereafter.
  - 5.2.1.2 Rabies: The standard shall be that cats will be vaccinated annually. Note that rabies vaccinations must be given as authorized by a Georgia-licensed veterinarian.
- 5.2.2 Anthelmintics: Cats will be administered anthelmintics as required by a licensed veterinarian upon diagnosis of a relevant disease. Record date, dose and initial on the CHR (medical record).
- 5.2.3 Ectoparasite control agent: Cats will be administered an appropriate ectoparasite control agent under the guidance of a licensed veterinarian if ectoparasites are identified.
- 5.2.4 All cats held long-term (more than a year) must receive an annual physical examination and revaccination in accordance with the expectations listed above.
- 5.2.4 All cats must be appropriately identified. (Refer to *SOP 04.008*, "Animal Identification"). This is almost always via an ear tattoo provided by the vendor. As stated above, this must be clearly indicated in the medical record.
- 5.2.5 APHIS Form 7006, Item 5, (Identification of Each Animal Being Delivered) and the appropriate sub-items (A—G) must be filled in with the appropriate information identifying each animal received.
  - 5.2.5.1 Item A—Identification number (USDA tag number issued by AR)
  - 5.2.5.2 Item B—Sex (M or F) of dog marked with an "X"

- 5.2.5.3 Item D—Age or date of birth (estimated age)
- 5.2.5.4 Item E—Wt. record weight of dog
- 5.2.5.5 Item F—Breed or type
- 5.2.5.6 Item G—Description of animal (color, marks, hair, tail, etc.) and record UGA issued ear tag number and put in (parenthesis)

**5.3 Quarantine and Acclimation:**

- 5.3.1. Purpose-bred cats should be acclimatized in either the Veterinary Bioresources Facility or the Central Animal Facility for 7 days before used in an IACUC-approved teaching or research protocol. If it is necessary to provide medical treatment to a cat during the quarantine/conditioning period, approval should be obtained from the attending veterinarian. Record any such treatment on the Clinical Health Record (*Attachment 4*), including the date of each treatment, the species and identification number, the drug, the dose, the route and any comments.

**5.4 Housing and husbandry:** Cats housed in Animal Resources facilities should be husbanded according to *SOP 01.004*.

**5.5 Euthanasia:**

- 5.5.1 Ill or intractable animals or those not needed for research/instructional programs should be euthanatized as soon as possible according to *SOP 08.001*, “Euthanasia: Considerations and Appropriate Methods”.
- 5.5.2 Records of animal euthanasia must be completed on the Clinical Health Record and retained according to federal regulations.

**6.0 RECORDS:**

- 6.1 Consignment Form (*Attachment 1*)
- 6.2 Feline Quarantine and Conditioning Record (*Attachment 2*)
- 6.3 USDA Disposition of Dogs and Cats, APHIS Form 7006; (*Attachment 3*). The appropriate box must be checked indicating a sale or transfer of cats to UGA. Additionally the follow items must be completed.
  - 6.3.1 Item 1—the date of disposition must be recorded
  - 6.3.2 Item 2—the page if utilizing multiple pages must be recorded
  - 6.3.3 Item 3—the complete name and address of the seller or donor. Address must include PO Box & number and/or physical address, City, State and Zip Code
  - 6.3.4 Item 3A—the dealer’s (seller or donor) license number of research facility registration number must be recorded (as applicable).
  - 6.3.5 Item 4—the complete name and address of the buyer or receiver. Record University of Georgia, Animal Resources, 501 D.W. Brooks Drive, Athens, GA 30602
  - 6.3.6 Item 4A—the buyers or receiver (UGA) USDA license number or research facility registration number. Record 57-R-005, the UGA research facility registration number.
  - 6.3.7 Item 5A—5G must be completed detailing information on the identification of each animal received from the seller or donor. Refer to 5.2.4

- 6.3.8 Item 6—delivery by (check appropriate box)
- 6.3.9 Item 7—the complete name and address of the company of firm. Address must include PO Box & number and/or physical address, City, State and Zip Code
- 6.3.10 Item 8—the complete name and business address of the truck driver. Address must include PO Box & number and/or physical address, City, State and Zip Code
- 6.3.11 Item 9—the printed name of the person receiving the animals.
- 6.3.12 Item 10—the signature of the person receiving the animals.
- 6.3.13 Item 11—the job title of the person receiving the animals.
- 6.3.14 Item 12—the date the animals were received.

6.4 Clinical Health Record (*Attachment 4*)

## 7.0 DEFINITIONS AND REFERENCES:

### 7.1 Definitions:

- 7.1.1 Euthanasia: intentional induction of painless, stress-free death
- 7.1.2 Material Data Safety Sheets (MSDS): material safety data sheets, summary of information (manufacturer information and product ingredients; physical/chemical properties, reactivity, toxicological, ecological information on the product; and personnel health hazards information)
- 7.1.3 Personal Protection Equipment: articles of clothing and equipment that protect workers against direct contact with infectious, toxic, or corrosive agents and against temperature extremes or other physical hazards
- 7.1.4 Random source: animals received from various sources of or known or unknown origins whose pedigree, health status, and temperament are not established (e.g., cats received from municipal pounds or animal shelters)

### 7.2 References:

- SOP01.004*, “Husbandry of Cats”  
*SOP 04.005*, “Preparation and Maintenance of Clinical Health Records for Animals Used in Research and Instruction”  
*SOP 04.008*, “Animal Identification”  
*SOP 05.008*, “Procedure for Dealing with Microchipped or Tattooed Random Source Animals”  
*SOP 08.001*, “Euthanasia: Considerations and Appropriate Methods”
- Attachment 1*: Animal Consignment Form  
*Attachment 2*: Canine Quarantine and Conditioning Record  
*Attachment 3*: USDA, APHIS, Record of Disposition of Dogs and Cats  
*Attachment 4*: Clinical Health Record

National Research Council, *Guide for the Care and Use of Laboratory Animals*  
(<http://www.nap.edu/readingroom/books/labrats/>)

United States Department of Agriculture, Animal and Plant Health Inspection Service,  
*Animal Welfare Act and Animal Welfare Regulations*, pub. Nov 2005 as found in  
USC Title 7, Chapter 54 Sections 2131—2159

