



LOYOLA
UNIVERSITY
HEALTH SYSTEM

Loyola University Chicago

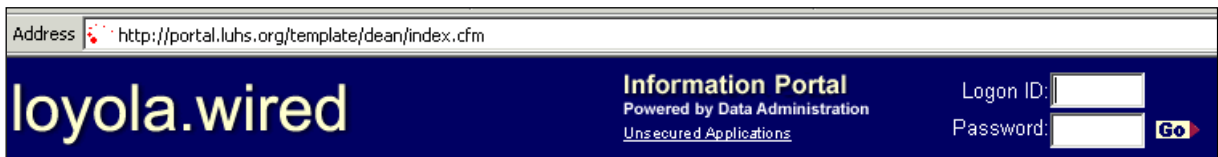
LOYOLA UNIVERSITY HEALTH SYSTEM

IACUC Annual Review Manual For IACUC Members

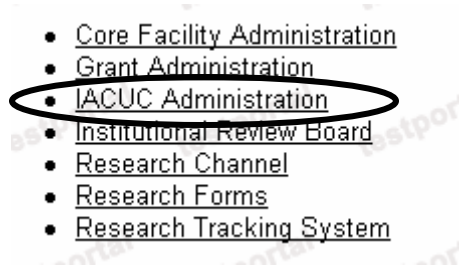
January 2005

The **LUHS RESEARCH CHANNEL** option can be found once you log into the Loyola Information Portal from the Loyola Wired Page. The Research Channel option will be part of your Information Portal if you have been given access to use this function.

1. Logon from the **Loyola Wired** Intranet page. You will need to enter your Logon ID (universal ID) and your password.



2. Click on **IACUC Administration**



3. You will now be logged into the IACUC Administration Menu.

4. Select the appropriate LU number that coincides with the Annual Review Email that was received from the IACUC Coordinator.

[Change Selection](#)

Change Active Selection: (Choose from options below)

IACUCs Needing Your Review:
Select LU Number ▼

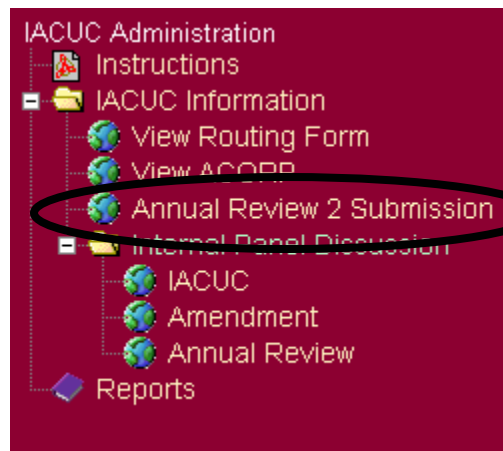
IACUCs Needing Review:
Select LU Number ▼

IACUCs for Annual Review with Responses:
Select LU Number ▼

IACUCs due for Annual Review:
Select LU Number ▼

Approved IACUCs:
Select LU Number ▼

5. Select Annual Review Submission on the menu to the left.



LU# 107119

Sub ID# 1.00

Species: Cat

PI Submission for Annual Project Review# 2

CERTIFICATIONS	Status	Section changed
Anesthesia	Changes made	1
Analgesia	No Changes	2
Euthanasia Method	No Changes	3
Experimental Design	No Changes	na
Experimental Drugs/Compounds	No Changes	na
Numbers of Animals Approved	No Changes	na
Lab/Procedure Location	No Changes	na
Personnel Listed on Protocol	No Changes	na
Post-Operative Plan	No Changes	na
Radioactive Elements	No Changes	na
Species strain/age/sex/etc.	No Changes	na

Literature Search

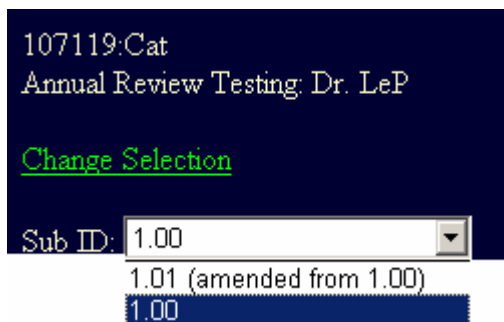
Most Recent
Search Terms used
Search Period

Personnel

No Personnel entered.

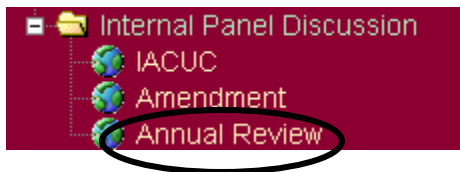
Print

When **Changes Made** is selected in the Status this requires an amendment to be created by the user. Below is an example of the Sub ID drop down. 1.00 was the Annual Review which was selected from the IACUCs with Annual Review Responses and the 1.01 is amended from 1.0. The same review for the Annual Review can also see the Amended ACORP.



The Annual Review- Internal Panel Discussion

Choose Annual Review from the menu on the left.



This comment will be added to the internal annual review discussion.

You are entering a comment in internal annual review

Enter your comments and point by point responses below:

Submit Comment

Refresh Comments

6. The following is an example of the Annual Review Form for the End User:

LU# Sub-ID (Species) 1.01 (Calves)	Original Approval Date 03/01/2004 TERMINATION 03/12/2004
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Please review and respond to each question below. Indicate if there have been any changes, modifications or amendments since the last IACUC review of this Project.

CERTIFICATIONS	No Changes	Not Applicable	Changes made	List section where changes made
Anesthesia	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>
Analgesia	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>
Euthanasia Method	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>
Experimental Design	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>
Experimental Drugs/Compounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>
Numbers of Animals Approved	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>
Lab/Procedure Location	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>
Personnel Listed on Protocol	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>
Post-Operative Plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>
Radioactive Elements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>
Species strain/age/sex/etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input style="width: 100%;" type="text"/>

Are the indicated changes made to the current ACORP? Yes No

Literature Search	
Search Period: Beginning <input style="width: 80%;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid gray;" type="button" value="..."/> Ending <input style="width: 80%;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid gray;" type="button" value="..."/> Most Recent <input style="width: 80%;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid gray;" type="button" value="..."/>	Search Terms used: <input style="width: 95%; height: 40px; border: 1px solid gray;" type="text"/>

List All Personnel
<input style="width: 100%; height: 100%;" type="text"/>