Name: NY Med College-Dept.of Comparative Medicine. Basic Science Bldg [A122]

FOR OFFICE USE ONLY	
Recd	
Code	A122

NEW YORK STATE DEPARTMENT OF HEALTH
WADSWORTH CENTER
LABORATORY ANIMAL WELFARE PROGRAM
EMPIRE STATE PLAZA, P.O. BOX 509
ALBANY, NEW YORK 12201-0509

2019 RENEWAL APPLICATION FOR APPROVAL FOR USE OF LIVING ANIMALS

SECTION I - GENERAL LABORATORY/INSTITUTION INFORMATION

CURRENT DATA	INDICATE CHANGES HERE
Laboratory/Institution Name: NY Med College-Dept.of Comparative Medicine.	
Address 1: 40 Sunshine Cottage Rd.	
Address 2:	
City, State, Zipcode: Valhalla, NY 10595	
County: Westchester	
Telephone Number: 914-594-4215	
Fax Number: 914-594-4223	
E-mail Address: Sulli_Popilskis@nymc.edu	

RECEIVED
NOV 9 2018
FACILITIES MANAGEMENT

AW-APP01(10/2007)

SECTION I - GENERAL LABORATORY/INSTITUTION INFORMATION

Ownership:

☐ Corporation ☐ Government ☐ Individual ☒ Not For Profit ☐ Partnership
☐ Other: _____

Facility Type:

☐ 2 Year College ☐ 4 Year College ☐ Clinical or Environmental Lab
☐ Hospital ☒ Medical School ☐ Product Testing Lab
☐ Public Health Lab ☐ Research & Development Lab ☐ Veterinary School
☐ Other: _____

SECTION II - PROGRAM INFORMATION

Animals (Check all that apply):

- [x] Mice (genus mus)
- [ ] Mice (wild or other)
- [x] Rats (genus rattus)
- [ ] Rats (wild or other)
- [ ] Other: _____
- [ ] Hamsters
- [ ] Guinea Pigs
- [x] Rabbits
- [ ] Small Birds
- [ ] Fish
- [ ] Cats
- [x] Dogs
- [ ] Non-Human Primates
- [ ] Sheep/Goats
- [ ] Cattle
- [x] Swine
- [ ] Poultry

Are you currently housing live animals at your institution? [x] Yes [ ] No

If you are not currently housing live animals, do you anticipate having live animals in your facility during the next 12 months?* [ ] Yes [ ] No

*LAWP permits are issued to those institutions that maintain living animals for teaching and/or research and have the appropriate programs and facilities to properly and humanely care for those animals.

Does your laboratory/institution have an Animal Care Committee? [x] Yes [ ] No
(If Yes, attach a copy of the Committee members)

Since your last application, have there been any changes in your animal care and use procedures (i.e. feeding programs, disease control, environmental management, humane care, euthanasia)? [ ] Yes [x] No
(If Yes, please explain)

Note: Any procedures that require the withholding of feed and water or exposing the animals to adverse or unusual conditions should be documented in your animal use protocols and approved by your IACUC.

Living animals are used for (Check all that apply):

- [x] Diagnostic Procedures
- [x] Experimentation
- [ ] Public Display
- [ ] Other: _____
- [x] Education/Teaching Demonstrations
- [ ] Farm Production
- [ ] Public Health/Disease Surveillience

Are animals used in studies with human infectious agents? [x] Yes [ ] No
(If Yes, attach a copy of your procedures for processing medical waste generated by the animals)

Registration/Accreditation Type:

- [x] AAALAC Accredited
- [x] USDA Registered
- [ ] None
- [ ] Other: _____

SECTION III - PERSONNEL INFORMATION

CURRENT DATA	INDICATE CHANGES HERE
Laboratory/Institution Person In Charge (Name): Halperin, Edward C.	
Title: Chancellor, CEO & Interim Dean School of Medicine	
Telephone Number: 914-594-4900	
Work Hours: MON: **9:00 am** to **5:00 pm** TUE: **9:00 am** to **5:00 pm** WED: **9:00 am** to **5:00 pm** THU: **9:00 am** to **5:00 pm** FRI: **9:00 am** to **5:00 pm** to to	**Work Hours:** Mon: to Tue: to Wed: to Thu: to Fri: to Sat: to Sun: to

CURRENT DATA	INDICATE CHANGES HERE
Veterinarian in Charge (Name): Popilskis, Sulli	
Title: Director	
Telephone Number: 914-594-4217	
Work Name/Address (if different from laboratory/institution):	
Work Hours: MON: **9:00 am** to **5:00 pm** TUE: **9:00 am** to **5:00 pm** WED: **9:00 am** to **5:00 pm** THU: **9:00 am** to **5:00 pm** FRI: **9:00 am** to **5:00 pm** to to	**Work Hours:** Mon: to Tue: to Wed: to Thu: to Fri: to Sat: to Sun: to

SECTION III - PERSONNEL INFORMATION

CURRENT DATA	INDICATE CHANGES HERE
Contact Person (Name): Popilskis, Sulli	
Title: Director	
Telephone Number: 914-594-4217	
Work Hours:	**Work Hours:**
MON: **9:00 am** to **5:00 pm**	Mon: to
TUE: **9:00 am** to **5:00 pm**	Tue: to
WED: **9:00 am** to **5:00 pm**	Wed: to
THU: **9:00 am** to **5:00 pm**	Thu: to
FRI: **9:00 am** to **5:00 pm**	Fri: to
to	Sat: to
to	Sun: to

☒ Attach a list of all full-time and part-time animal care staff which includes the following information: Name, Full-Time or Part-Time, Title and Education Level (Highest).

☐ No additional staff.

SECTION IV - ATTESTATION

I have read the Administrative Rules and Regulations concerning the use of living animals and understand that I am fully responsible for all work involving the use of living animals. I understand that the Certificate of Approval is not transferable and the New York State Department of Health (the Department) shall be advised promptly if the individual, in whose name approval has been granted, ceases to be in charge. The facility(ies) will be operated according to all applicable laws, rules and regulations.

I understand that by signing this application form I agree to cooperate with any investigations conducted by the Department to verify or confirm information given or any other investigation conducted in connection with animal welfare in any facility identified in this application. If additional information is requested, I will provide it.

In signing this application, I hereby certify that the information I have given the Department as a basis for obtaining or retaining a certificate of approval is true and correct. As information changes, I will promptly notify the Department. Further, I understand that filing a false instrument constitutes a crime under the Penal Law of the State of New York.

E C Halpern — Signature, Laboratory/Institutional Officer

Chancellor + CEO — Title

11/2/18 — Date

AW-APP01(10/2007)

SECTION V - ADDITIONAL SITES WHERE LIVING ANIMALS ARE LOCATED

CURRENT DATA	INDICATE CHANGES HERE
Site [001] Name: **Dog Surgical Suite**	
Address 1: **Basic Science Bldg., 1st Fl., Rm. 635**	
Address 2:	
City, State, Zipcode: **Valhalla, NY 10595**	
Site Telephone Number: **914-594-4098**	
Site Fax Number:	
Site E-mail Address:	
Contact Person (Name): **Hintze, Thomas**	

CURRENT DATA	INDICATE CHANGES HERE
Site [005] Name: **Mouse Satellite**	
Address 1: **Basic Sciences Building**	
Address 2: **1st Floor Room 526**	
City, State, Zipcode: **Valhalla, NY 10595**	
Site Telephone Number: **914-594-3116**	
Site Fax Number:	
Site E-mail Address: **Michal_Schwartzman@NYMC.edu**	
Contact Person (Name): **Schwartzman, Michal**	

SECTION V - ADDITIONAL SITES WHERE LIVING ANIMALS ARE LOCATED

CURRENT DATA	INDICATE CHANGES HERE
Site [006] Name: **Rabbit Neonatal Site**	
Address 1: **Basic Science Building**	
Address 2: **Room 207**	
City, State, Zipcode: **Valhalla, NY 10595**	
Site Telephone Number: **914-594-4036**	
Site Fax Number:	
Site E-mail Address:	
Contact Person (Name): **Dr. Govindaiah Vinkonda**	

SECTION V - ADDITIONAL SITES WHERE LIVING ANIMALS ARE LOCATED

FIELDS	NEW SITE DATA
Site Name:	
Address 1:	
Address 2:	
City, State, Zipcode:	
Site Telephone Number:	
Site Fax Number:	
Site E-mail Address:	
Contact Person (Name):	

FIELDS	NEW SITE DATA
Site Name:	
Address 1:	
Address 2:	
City, State, Zipcode:	
Site Telephone Number:	
Site Fax Number:	
Site E-mail Address:	
Contact Person (Name):	

FIELDS	NEW SITE DATA
Site Name:	
Address 1:	
Address 2:	
City, State, Zipcode:	
Site Telephone Number:	
Site Fax Number:	
Site E-mail Address:	
Contact Person (Name):	

FIELDS	NEW SITE DATA
Site Name:	
Address 1:	
Address 2:	
City, State, Zipcode:	
Site Telephone Number:	
Site Fax Number:	
Site E-mail Address:	
Contact Person (Name):	

NEW YORK MEDICAL COLLEGE
A MEMBER OF THE TOURO COLLEGE AND UNIVERSITY SYSTEM
WWW.NYMC.EDU
COMPARATIVE MEDICINE
BASIC SCIENCES BUILDING
VALHALLA, NEW YORK 10595 TEL 914-594-4215 FAX 914-594-4223

Institutional Animal Care and Use Committee (IACUC) 2018

CHAIR:

Patric Stanton, PhD	Professor of Cell Biology & Anatomy

MEMBERS:

Dana Mordue, PhD	Associate Professor of Microbiology
Kelly Phillips	Non-scientist, Facilities
Sulli Popilskis, DVM	Attending Veterinarian, Director of Comparative Medicine
Amy Razukiewicz	Environmental Health & Safety (EHS)
Petra Rocic, PhD	Associate Professor of Pharmacology
Carl Thompson, PhD	Associate Professor of Physiology
Raj Tiwari, PhD	Professor of Microbiology & Immunology
Libor Velisek, MD	Professor of Cell Biology & Anatomy

COMMUNITY MEMBER:

Beth Griffin Matthews	Non-affiliated

ALTERNATE MEMBERS:

Kim Bologna (for K. Phillips)	Security
Adrienne Meyers (for S. Popilskis)	DVM
Richard Zeman, PhD	Associate Professor of Cell Biology & Anatomy

As of September 2018

Department of Comparative Medicine Staff

Name	Full/Part time	Title	Education Level
Sulli Popilskis	Full	Director	DVM, DACLAM
Kellie Elson	Full	Associate Director	MPH, LVT, LATG
Jesus Abellas	Full	Supervisor	BBA, CMAR, LATG
Adrienne Meyers	Part time	Back up Veterinarian	DVM, MS, DACLAM
Tamara Hayes	Full	Veterinary Technician	BA, LVT, LAT
Jeffrey Rigotty	Full	Veterinary Technician	AS, LAT
Alexa O'Dell	Full	Veterinary Technician	AS, LVT
Nina Slivinsky	Full	Veterinary Technician	AS, LVT
Gianna Redendo	Full	Veterinary Technician	AS, LVT
Bohdan Speigowski	Full	Veterinary Technician	MS, LATg
Willy Rosario	Full	Animal Care Technician	HS
Katrina Hamlin	Full	Animal Care Technician	HS
Victor Morales	Full	Senior Animal Care Technician	HS
Christian Morales	Full	Animal Care Technician	HS
Chris Morataya	Full	Animal Care Technician	HS
Robin Roberts	Full	Animal Care Technician	HS
Paul Rosado	Full	Animal Care Technician	HS
Eduardo Benavides	Full	Animal Care Technician	HS
Jose Soto	Full	Animal Care Technician	HS
Kathleen O'Connor	Full	Administrator	BS

b. Occupational Health and Safety of Personnel [Guide, pp. 17-23]
Describe the institutional entities that are involved in the planning, oversight, and operation of the institutional occupational health and safety program.

The Occupational Health and Safety Program at NYMC is planned, overseen and operated by the coordinated efforts of several departments including Energy, Environment, Health & Safety (EEHS), Health Services, Comparative Medicine and Academic Administration. The use of hazardous agents in laboratory animals housed at the institution is the direct responsibility of the investigator and the research staff involved under the direction of the institutional safety officer.

i. Hazard Identification and Risk Assessment [Guide, pp. 18-19; See also Chapters 2 and 3 in Occupational Health and Safety in the Care and Use of Research Animals, NRC 1997]

1) Describe the process used to identify, evaluate and control experimental and other potential hazards (such as ionizing and non-ionizing radiation, chemical cleaning agents, animal bites, allergens, zoonosis, and venomous species) inherent or intrinsic to the use of animals by the institution. Describe how risks of these hazards are assessed and how procedures are developed to manage the risks.

The Department of Energy, Environment, Health and Safety identifies potential hazards in the workplace through the IACUC protocol process where all agents and substances are listed by the Principal Investigator and also through lab inspections and surveys. Once a material is deemed a hazard, a risk assessment follows along with instructions of labeling, appropriate signage, storage and handling. All SDS's are available online. Hazards identified in protocols involving the use of live animals that might shed hazardous particles during the course of an experiment must include containment procedures, equipment and housing details to insure protection of facility animals and personnel from possible harmful exposure. A specific portion of the IACUC protocol must be completed describing all potential hazards, proper handling and disposal, emergency measures to be taken in case of accidental exposure and must be approved by the Institutional Biosafety Committee as well as the facility Veterinarian/Director before final approval by the IACUC.

This process of hazard identification and risk analysis is an ongoing process where laboratories and animal areas are inspected twice a year and protocols are reviewed annually.

3) Describe the oversight process and husbandry practices in place to ensure personnel safety, including any personal protective equipment provided when work assignment involves hazardous agents.

Areas where potential hazardous conditions exist are clearly labeled to indicate the hazardous agent in use, requirements for entry, personnel to contact in case of emergency, and 24-hour emergency contact procedures. Studies utilizing hazardous agents within the animal facility are conducted in accordance with the recommendations provided on the Hazardous Agent Form. The Director of Comparative Medicine, in consultation with an appropriate institutional safety specialist, establishes appropriate husbandry practices. All staff members involved with any hazardous work are trained in the proper procedures in advance of project. The IACUC inspects all animal use areas designated for hazardous agent(s) use during its semi-annual programmatic review and facility inspection. In addition, EEHS makes periodic, announced inspections to both research laboratories and the animal facility in hazardous agent use areas independent of the IACUC.

DCM relies on recommendations provided by EEHS regarding the use of PPE with specific hazards. Disposable gowns, face masks, head bonnets, shoe covers, and appropriate gloves are available for staff in all animal research facilities. Additionally, Tyvek jumpsuits, face shields, rubber aprons, approved gloves, safety goggles, and respirators may be required depending on the individual's activity and/or project.

4) Describe any facilities that may also be used for human-based research or patient areas, including the policies and procedures for human patient protection, facility decontamination, animal transport through common corridors or elevators, and other personnel protection procedures.

Not Applicable

5) Describe any other circumstances in which animals or caging equipment are transported in common use corridors or elevators and measures taken to mitigate risks associated with such use.

In some instances animals may be transported through common corridors. When this occurs, the personnel transporting animals ensure cages are secure and properly covered to avoid contact with people who work in the area but are not associated with the animal care and use program. All rodent cages are transported only with a micro filter top in place.

6) If motorized vehicles are used for animal transport, describe how the driver is protected from exposure to hazards such as allergens or zoonosis.

Not Applicable

iv. Personal Hygiene [Guide, p. 20; Ag Guide pp. 4-5]

1) List routine personal protective equipment and work clothing provided for animal care personnel, technical staff, farm employees, etc. Describe arrangements for laundering work clothing.

Comparative Medicine personnel are provided with ear plugs and/or ear protection, calf-length rubber boots, work shoes, protective goggles, surgical scrubs, and three-quarter-length lab jackets. Specialized PPE such as Tyvek jumpsuits and N-95 respirator masks are provided for staff, as needed and based on the Initial Health Surveillance Questionnaire, with necessary EEHS and Health Services clearance.

All DCM personnel have available for their use these disposable items: gowns, bonnets, shoe covers, nitrile gloves and masks.
There are three areas available for the staff to launder their work clothes – Room 718,720 & 778b.

2) Describe provisions for washing hands, showering, and changing clothes, including instances where work clothes may be worn outside the animal facility.

Shower and change rooms are provided (718, 720, 777 & 778). All animal holding rooms contain a sink for hand-washing, and hand sanitizer stations are located throughout the facility.

No dedicated work clothing is allowed to be worn outside the facility.

3) Describe policies regarding eating, drinking, and smoking in animal facilities.

Personnel lounge area and a large conference room are located at the BSB (room 711-12). Eating and drinking is permitted in these areas and in the administrative offices (707-710,719) only. Smoking is not permitted anywhere on College campus.

v. Animal Experimentation Involving Hazards [Guide, pp. 20-22]

1) Describe briefly institutional policies governing experimentation with hazardous biological, chemical, and physical agents, including the oversight process for the use of hazardous agents. Note: Written policies and standard operating procedures (SOPs) governing experimentation with hazardous biological, chemical, and physical agents should be available during the AAALAC site visit. If such policies and procedures are not available, please explain.

The use of hazardous biologic, chemical, and physical agents such as carcinogens, infectious agents, toxins, radioisotopes, and transplantable tumors must comply with *OSHA's Bloodborne Pathogen Standard and Chemical Hygiene Plan*, and all applicable state, local and institutional regulations and policies.

b) Chemical agents, noting general category of hazard (toxicant, toxin, irritant, carcinogen, etc.).

See Appendix

c) Physical agents (radiation, UV light, magnetic fields, lasers, noise, etc.).

See Appendix

5) Describe the program for housing and caring for animals exposed experimentally to the hazardous agents noted above, with emphasis on management and safety practices for containment of each class of agent. Indicate how levels of personnel exposure are assessed.

Studies involving the use of biohazardous agents are conducted in a designated room with restricted access. All animal manipulations are conducted in certified biosafety cabinets with appropriate precautions, with 10% bleach available for decontamination. The biohazard room and cages are identified with the universal biosafety symbol and the agent administered. Personnel wear gowns, filter masks, shoe and hair covers, and gloves whenever entering the room. All materials are either autoclaved or sprayed with 10% bleach as per EEHS recommendations and then discarded as hazardous waste after use. All caging and equipment used for biohazardous agents are autoclaved in a dedicated autoclave before undergoing normal sanitation procedures. All carcasses are disposed of as regulated medical waste.

For chemical hazards, safety guidelines are tailored to the specific agent depending on its volatility, stability, ease of degradation, etc. The studies are conducted in a designated room with restricted access. Procedures are carried out in the confines of a certified chemical fume hood with appropriate personal protection just prior to manipulation of rodents. Bedding is discarded as hazardous waste and caging is decontaminated by immediate sanitation in the cage washer. During periods of possible exposure, personnel wear safety goggles, gowns, respirators with the appropriate cartridge, shoe and hair covers and gloves whenever handing the rats or mice. All materials including PPE are discarded as hazardous waste after use.

vii. Medical Evaluation and Preventive Medicine for Personnel [Guide, pp. 22-23]

1) Identify the individual(s) and/or office responsible for developing and monitoring the medical evaluation and preventive medicine program.

Health Services and the Department of Energy, Environment, Health and Safety share responsibility for the development and monitoring of medical evaluations and preventative medicine program.

2) Describe the categories of personnel (research staff, visiting scientists, animal care staff, students, support staff, etc.) included in the program.

All employees, IACUC members (including non-affiliated members), volunteers, students, support staff and visitors at NYMC are included in the Occupational Health Program and services.

3) Describe general features of the medical evaluation and preventive medicine programs, including pre-employment/pre-assignment health evaluation, periodic medical evaluations, immunization programs, and procedures for communicating health related issues.

All personnel who work with animals must be enrolled in the NYMC Health Services Occupational Health Program. Everyone must participate in the personnel health program incorporating the following procedures:

When hired or volunteering, all are required to submit detailed documentation including a medical history, risk assessment form, immunization records and exposure assessment form. A physical exam is performed. Chest x-ray, blood and urine screens may also be necessary. Immunizations are administered as required.

Yearly health evaluations are also conducted and may include: TB skin tests, immunizations, and a physical exam based on the Risk Assessment Form.

Vaccines against flu, tetanus, and hepatitis are also available. Any health related issues are communicated between the doctor and patient.

A database is maintained by EEHS to communicate clearances and restrictions of personnel.

4) Describe special precautions or procedures for personnel exposed to potentially hazardous species (nonhuman primates, sheep, etc.) or agents (infectious agents, human origin tissues, chemicals/toxins, etc.).

Information on zoonotic safeguards and personal hygiene is provided by the College's Department of Energy, Environment, Health and Safety. Comparative Medicine staff is instructed in the potential hazards of the research environment and the safety methods employed in order to avoid risk exposure as part of their continuing education. This training included risk assessment of all animal care, faculty and research staff based upon their degree of animal exposure. Training to minimize exposure to lab animal allergens is provided by DCM.