



Training and Occupational Health and Safety Requirements for Visitors

Purpose

The purpose of this policy is to describe the training and occupational health requirements for visitors to Florida State University (FSU) animal facilities, including the FSU Coastal & Marine Laboratory (C&ML).

Definitions

Visitor: any individual who does not have a formal, ongoing job or academic-related responsibility requiring access to FSU animal facilities. This definition excludes students enrolled in classroom instruction where animals are used as part of teaching procedures.

Responsibility

Federal regulations require that all individuals working with live animals have the necessary knowledge and expertise for the specific animal procedures proposed and the species used. Moreover, personnel entering laboratory animal facilities should be apprised of occupational health risks and appropriate risk mitigation strategies associated with contact with live animals, carcasses, tissues, or animal waste. Visitors represent a unique group that requires special consideration, given the short period of time they are present on campus.

Standards

- A. Personnel desiring to bring visitors into LAR-maintained facilities must notify the Director of Laboratory Animal Resources/Attending Veterinarian, Assistant Director, or Clinical Veterinarian prior to allowing visitor access. Minors under 16 years of age are prohibited from entering animal facilities unless special permission is requested and received from the Director of Laboratory Animal Resources/Attending Veterinarian. All visitors must be provided with a copy of the Information for Non-Animal Contact Personnel fact sheet.
- B. Requirements for visitors with direct animal contact for experimental purposes:**
 1. Visitors to LAR-maintained facilities with direct live animal contact for experimental purposes **must** be listed on an approved FSU ACUC protocol describing the experimental activity. All animal research performed by visitors must be done under the supervision of an appropriately trained FSU faculty member and pursuant to an FSU ACUC-approved protocol.
 2. Visitors to LAR-maintained facilities whose period of work at FSU does not exceed 180 days within a single calendar year will be exempt from additional FSU ACUC research personnel training requirements, provided they submit training verification from their home institution.

3. Visitors whose period of work at FSU exceeds 180 days within a single calendar year will be required to complete all currently mandated ACUC and EHS training relative to their study participation.
4. Visitors with direct live animal contact for experimental purposes must submit Occupational Health Program enrollment verification from their home institution. Visitors who are unable to provide verification of OHP enrollment will be required to sign a waiver indicating they are aware of the risks associated with entering an animal facility and working with live animals.

C. Requirements for students with direct live animal contact for training purposes or academic course requirements:

1. All training and teaching involving live animals must be done under the supervision of an appropriately trained FSU employee and pursuant to an FSU ACUC-approved protocol. As such, specific training requirements for student visitors are not mandated by the FSU ACUC.
2. The course instructor is required to inform students of the risks of entering an animal facility and working with live animals. A statement similar to the following should be included in the course syllabus.

“This course involves the use of vertebrate animals. Contact with animals poses certain health risks that may be exacerbated by your personal health condition, particularly if you have allergies to animals, are pregnant, or have compromised lung function or immune system. The exposure to animals in this course is not expected to aggravate health conditions you may have, particularly if you wear personal protective equipment as demonstrated and follow safety procedures. However, if you experience a change in your health condition that you believe is due to your work with animals in this course or if you have health concerns, you should consult University Health Services or your personal medical provider.”

D. Requirements for visitors to LAR-maintained facilities without direct live animal contact:

1. Specific training requirements for visitors without direct live animal contact are not mandated by the FSU ACUC. Examples of such visitors may include, but are not limited to, representatives from the USDA, OLAW, or AAALAC, as well as equipment vendors and service providers.
2. Visitors without direct animal contact are not permitted to handle or touch animals, caging, or equipment in contact with animals and must follow all posted signage, including instructions regarding required personal protective equipment.
3. Visitors without direct animal contact are provided with an information sheet detailing animal-associated hazards and LAR entrance procedures.

E. Requirements for visitors to the Coastal & Marine Laboratory (C&ML)

1. The FSU ACUC recognizes the C&ML as a valuable educational resource for outreach and instruction on coastal and marine ecosystems, management, and conservation. The ACUC does not wish to unduly restrict these activities.
2. Visitors and volunteers at the C&ML who are engaged solely in outreach activities, and whose participation is limited to one day at C&ML facilities OR up to five days aboard a C&ML vessel, are not required to be listed as protocol personnel on an FSU ACUC-approved Animal Use Protocol, provided they do not participate in any data collection activities.
3. Visitors and volunteers who have direct contact with animals and who meet the criteria above will be provided with an information sheet detailing animal-associated hazards and required to sign a waiver acknowledging the relevant risks.

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