

What to submit for an expedited review:

- Submit an electronic copy of the Amendment or Renewal Modification Protocol **and** a copy of the Original Animal User Protocol to animalcare@upe.ca with the subject line: Submission for Expedited Protocol Review.
- Submit one hard copy of the Amendment or Renewal Modification Protocol to ACC Admin. in the Dept. of Biomedical Sciences, Room 2302 at the AVC.

An amendment or renewal modification will be given consideration for expedited review if the following is submitted:

- to the Chair of the Animal Care Committee (ACC).
- at least two weeks prior to the next full ACC meeting.
- meets all the criteria listed below.

Criteria for Expedited Review of a Protocol Amendment or Renewal Modification

1. The amendment or renewal modification involves only one of the following:
 - a. a refinement to a procedure that will potentially improve the welfare of the research animal(s).
 - b. adds personnel that have appropriate Animal User Training and are immediately required for the protocol.
 - c. adds an experimental group that will prevent repeating an entire experiment in the future.
2. The amendment or renewal modification does not involve increasing the number of animals allotted in the original Animal User Protocol (AUP) by greater than 20%.
3. The amendment or renewal modification does not involve an increase in the maximum category of invasiveness.
4. The facility where the animals are housed can accommodate the amendment or renewal modification.

Process for Expedited Review

The Chair of the ACC has complete discretion to accept or reject a protocol amendment or renewal modification for expedited review.

If the Chair accepts an amendment or renewal modification for expedited review, the amendment or renewal modification will be distributed electronically with the original AUP, to a group of five members from the committee which includes:

- ACC Chair
- University Veterinarian
- Community Representative
- Two ACC members

The members return with one of the following responses:

1. Unavailable - an alternate committee member is then selected.
2. Conditional approval.
If conditional approval is given through expedited review, the amendment or renewal modification will appear for the next scheduled meeting.
3. Send for full committee review.
If the amendment or renewal modification is to be sent for full committee review, it will appear at the next appropriate meeting respecting deadlines.

Time line: Approximately a one week period shall be given to Committee members to review an expedited protocol.