

ACURO GUIDANCE FOR SUBMISSION OF CHANGES TO DoD-SUPPORTED  
ANIMAL CARE AND USE PROTOCOLS  
JUNE 2020

When an Institutional Animal Care and Use Committee (IACUC) approves **significant changes/major modifications to the DoD-funded portion** of a protocol subject to ACURO oversight, ACURO must review and approve the changes **before they can be implemented**, except where otherwise indicated below. This document provides guidance on what types of changes **require review and approval by ACURO**.

1. Examples of changes that must be reviewed and approved by ACURO before they can be implemented (except as otherwise indicated in section 3 below) include:
  - a. Changes in duration, frequency, type, number, or any new procedures performed on an animal, to include any change from terminal to survival procedures
  - b. Change in species
  - c. Change in study objectives
  - d. Change in Principal Investigator
  - e. Changes in anesthesia, analgesia, sedation, tranquilization, or experimental substances
  - f. Changes in euthanasia methods
  - g. Increase of animal numbers
  - h. Changes involving increased risk to personnel and/or animal safety (e.g. addition of hazardous agents)
  - i. **Any other change considered to be significant by your institution that impacts DoD-funded work**
  
2. The following changes do **NOT** require ACURO review and approval prior to implementation **for DoD-funded work**.
  - a. Administrative changes, e.g. correction of grammatical and/or typographical errors, contact information, etc.
  - b. Personnel changes, with exception of the Principal Investigator
  - c. Change of strain
  - d. Decrease in animal numbers
  - e. Change in housing and/or animal use location
  - f. Changing from a more invasive procedure to a less invasive one (e.g., collecting less blood, doing fewer injections, postmortem rather than pre-mortem sample collection)
  
3. Significant (major) changes approved by Veterinary Verification & Consultation (VVC)
  - a. If your IACUC approves a significant change using the VVC process while adhering to all applicable OLAW guidance, including OLAW Notice NOT-OD-14-126 (Guidance on Significant Changes to Animal Activities), you may immediately implement the change and do NOT need to await receipt of ACURO approval.
  - b. Provide the amendment submission and documentation of IACUC approval to ACURO as soon as possible, but no later than 5 business days after approval.
  - c. ACURO will review the submission and, if needed, may request additional

information or copies of institutional policies related to the VVC process and the approved change.

- d. ACURO considers changes approved in accordance with the procedures outlined here to be in full compliance with DoD requirements.
  - e. Any institution utilizing a VVC process that is NOT consistent with OLAW guidance, including OLAW NOT-OD-14-126, must receive ACURO approval prior to implementation of any significant protocol changes.
4. For questions regarding this guidance, please contact the ACURO Office Manager by e-mail: [usarmy.detrick.medcom-usamrmc.other.acuro@mail.mil](mailto:usarmy.detrick.medcom-usamrmc.other.acuro@mail.mil) or phone: (301) 619-6694.