UNM Office of Animal Care Compliance
Field/Wildlife Post-approval Monitoring Checklist

Date:_____
Principal Investigator:_____
Protocol #:_____
Title:_____
Class/Species: _____

				Protocol
1	Y	N	N/A	Do the PI and/or protocol associates have access to the most recent version of this protocol while in the field?
2	Y	N	N/A	Does the most recent version of the protocol include all the amendments?
3	Y	N	N/A	Has the most recent annual renewal of this protocol been completed?
4	Y	N	N/A	Are SOPs used?
5	Y	N	N/A	Do the PI and/or protocol associates have access to the most recent version of the SOPs while in the field?
6	Y	N	N/A	Do the PI and personnel have accurate knowledge of the protocol and/or SOPs?
7	Y	N	N/A	Have alternatives to painful or distressful procedures been considered in the protocol?
8	Y	N	N/A	Are the procedures being used the same as those described in the protocol?
9	Y	N	N/A	Are the species and numbers of animals consistent with those in the approved protocol?
				Personnel
10	Y	N	N/A	Are all personnel who handle animals listed on the protocol?
11	Y	N	N/A	Have all personnel been medically cleared by the Employee Occupational Health Service (EOHS)?
12	Y	N	N/A	Do personnel wear appropriate PPE if needed (gloves or respirators, etc.)?
13	Y	N	N/A	Are personnel trained to handle toxic or dangerous animals in the field and laboratory?
14	Y	N	N/A	Do you have an emergency plan or telephone numbers in case of a personnel accident or fatality?
15	Y	N	N/A	How are personnel trained on the methods listed in the protocol? Comments:
				Working Outside the United States
16	Y	N	N/A	Have all personnel been offered applicable prophylactic vaccinations or medications such as rabies, tetanus, Hepatitis A, B, TB screening, yellow fever, anti-malarial drugs, etc.
17	Y	N	N/A	Has the PI contacted export control about transporting equipment and

				supplies into the country of destination?
18	Y	N	N/A	Will the PI transport approved drugs, and/or controlled substances or other equipment in and out of the country?
19	Y	N	N/A	How will the PI transport specimens or other samples in and out of the country? Comments:
20	Y	N	N/A	If shipping dangerous good (even dry ice) has the shipper been IATA certified?
21	Y	N	N/A	How will biohazards (if any) be disposed of in other countries?
22	Y	N	N/A	If bringing samples or specimens back into the country, does the PI have a USDA APHIS Importation Permit?
				Disease Transmission
23	Y	N	N/A	Have all personnel who work with animals on this protocol been trained in the potential for transmission of zoonotic agents between researchers and study subjects (TB for primates, etc.).
24	Y	N	N/A	Have all personnel who work with animals on this protocol been trained in the potential for transmission of disease between study subjects or sites (chitrid for amphibians, disinfecting traps between trapping events, cleaning seines and waders between uses so as to avoid contamination of aquatic systems via introduction of exotic species, etc.).
				Study Procedures
25	Y	N	N/A	Do the PI and/or the protocol associates keep a field journal or use some kind of data sheets or logs?
26	Y	N	N/A	Does the PI have any photos of what goes on in the field or a Power Point, poster or other visual representation of the work?
27	Y	N	N/A	Do you keep a record of adverse events that occur (unexpected animal deaths or injuries, etc.)?
28	Y	N	N/A	If so, who do you report your adverse events to? Comments:
29	Y	N	N/A	Has the study location changed or have any new locations been added?
30	Y	N	N/A	Are applicable permits in place for all procedures, locations, and species?
31	Y	N	N/A	Does this study involve any invasive procedures or does it materially alter behavior?
32	Y	N	N/A	If so, and if this is a USDA covered species, are animals reported in the respective pain categories in the USDA annual report?
				Animal Handling
33	Y	N	N/A	Is this study strictly observational or are animals captured in some way?
34	Y	N	N/A	If animals are kill trapped, please check the technique: a) Snap trap (museum special) b) Snare

				c) Leg hold d) Shooting e) Other _____
35	Y	N	N/A	If animals are live trapped, please check the technique: a) Netting (mist, seine, purse seine, harp, cone, tube, etc.) b) Trapping (Sherman, Hav-a-hart, Tomahawk, pitfall, etc.) c) Electro (shock) fishing d) Other _____
36	Y	N	N/A	What do you do with non-target species? Comments:
37	Y	N	N/A	How are animals detained once captured and how long are they detained? Comments:
38	Y	N	N/A	How do you ensure that animals are processed as efficiently and stress free as possible? Comments:
39	Y	N	N/A	How are animals released? Comments:
40	Y	N	N/A	What if an animal is not ready to be released? Comments:
41	Y	N	N/A	How do you ensure that animals are safe while being processed? Comments:
42	Y	N	N/A	What if an animal is injured? Comments:
				Mist Netting
43	Y	N	N/A	How many nets of what size do you set at one time? Comments:
44	Y	N	N/A	When are nets opened/closed and how long are they opened? Comments:

45	Y	N	N/A	How often are nets checked? Comments:
				Seines and Nets
46	Y	N	N/A	What is the mesh size of seine or net and why is this size chosen? (i.e., appropriate application of mesh size to field capture goals.) Comments:
47	Y	N	N/A	Who will be operating seines and nets? Comments:
48	Y	N	N/A	At what depth and for how long will nets be deployed? Comments:
49	Y	N	N/A	How often will seines and nets be checked and cleared of non-target, including dangerous, species? Comments:
50	Y	N	N/A	How are non-target species released? Comments:
51	Y	N	N/A	What protocol is followed to clean seines and nets between: 1. Sampling freshwater systems (streams and lakes) and/or 2. Saltwater systems (coral reef and open water)? Comments:
				MS222
52	Y	N	N/A	Have all personnel been trained in the use of MS222 for anesthesia restraint or euthanasia?
53	Y	N	N/A	Have pH levels been monitored in water treated with MS222 for anesthesia?
54	Y	N	N/A	How will PI maintain fish that have received MS222 as anesthesia (Fish exposed to MS222 cannot be released back into the environment for 30 days withdrawal based upon EPA rules)?
55	Y	N	N/A	Has the PI considered proper disposal of used MS222?
				Electrofishing
56	Y	N	N/A	Have all personnel been trained in the use of equipment and where its use is effective/appropriate (water parameters)?

57	Y	N	N/A	Does the protocol explain the goals of the field study and justify the choice of electrofishing over other means of capture?
58	Y	N	N/A	Do all personnel have an understanding of recovery time for stunned fishes vs. fishes euthanized in field for research?
59	Y	N	N/A	Do all personnel wear appropriate protective gear (rubber gloves, waders, boots, etc.)?
60	Y	N	N/A	Is there an emergency plan in case of electrocution of personnel?
				Trapping
61	Y	N	N/A	How many traps of what type do you set? Comments:
62	Y	N	N/A	When are they opened/closed? Comments:
63	Y	N	N/A	How are they baited and with what? Comments:
64	Y	N	N/A	Do you provide nesting material and if so what kind? Comments:
65	Y	N	N/A	How are traps protected from the elements (sun, water, etc.)? Comments:
66	Y	N	N/A	When are traps checked and how often? Comments:
67	Y	N	N/A	How do you ensure that you pick up all the traps you set? Comments:
				Marking or Identification
68	Y	N	N/A	Please check the technique: a) Ear tag b) Pit tag c) Dye d) Tattoo e) Ear notch f) Collar g) Other _____

				Radio Tracking
69	Y	N	N/A	Please check the method: a) External transmitter b) Internal transmitter c) Radio collar d) Other _____
70	Y	N	N/A	What type of transmitter/collar did you use? Comments:
71	Y	N	N/A	What percentage of the animal's body mass is the weight of the transmitter, or what size transmitter/collar, etc.? Comments:
72	Y	N	N/A	How did you attach or insert it? Comments:
73	Y	N	N/A	How long will the animal be tracked? Comments:
74	Y	N	N/A	How often will the animal be tracked? Comments:
75	Y	N	N/A	Will you attempt to recover the transmitter? Comments:
76	Y	N	N/A	Do you expect any adverse effects from the transmitter/collar? Comments:
				Museum Protocols
77	Y	N	N/A	Are you obtaining your own specimens or are you using existing museum specimens? Comments:
78	Y	N	N/A	If obtaining your own specimens, are you collecting them yourself or procuring them from another source (trappers, road kill, fur farm, fish hatchery, etc.).

				Comments:
79	Y	N	N/A	If firearms are used, have personnel taken a safety class or been appropriately trained somehow? Comments:
80	Y	N	N/A	If an animal is shot but not killed, how is it killed? Comments:
81	Y	N	N/A	How do you determine how many specimens of what kind to collect at which locations? Comments:
82	Y	N	N/A	Will you collect ecto- or endo-parasites? Comments:
83	Y	N	N/A	Will you take tissues or blood? Comments:
84	Y	N	N/A	Where will the specimens, blood, tissues, and parasites be deposited? Comments:
85	Y	N	N/A	How many specimens will be taken as vouchers for genetic sampling (i.e., if target species are released after fin clipped, skin biopsy, blood draw, etc., will some be sacrificed as vouchers for these genetic samples?)
				Anesthesia and Analgesia
86	Y	N	N/A	Are the methods of anesthesia in compliance with what is written in the protocol?
87	Y	N	N/A	Are pharmaceutical-grade compounds used for anesthesia (unless otherwise approved in the protocol)?
88	Y	N	N/A	Are anesthetized animals monitored according to what is written in the protocol?
89	Y	N	N/A	Is the animal's body temperature monitored and maintained throughout the procedure and recovery (considerations for hypo- or hyperthermia according to species and ambient temperature)?
90	Y	N	N/A	Are fishes, amphibians, and reptiles that are being held for tagging, toe clipping, or fin clipping, kept moist and in the shade or cooled down (for reptiles-to reduce stress), etc.?
91	Y	N	N/A	Is the animal allowed to fully recover before left unattended?

92	Y	N	N/A	Is analgesic used for painful procedures and/or surgery (or is there a scientific justification for not using analgesia)?
93	Y	N	N/A	Are analgesic doses, frequency, and routes of administration consistent with the approved protocol?
94	Y	N	N/A	Are personnel properly trained to perform anesthesia?
				Surgical Procedures (inserting transmitters, etc.)
95	Y	N	N/A	Are all personnel performing surgical procedures trained to do so?
96	Y	N	N/A	If done in the field, is surgery done using the best aseptic technique possible?
97	Y	N	N/A	Are all drugs, fluids, suture materials, etc. within the expiration dates?
98	Y	N	N/A	Are scheduled (controlled) drugs stored under double lock and key and with appropriate records?
99	Y	N	N/A	Is the surgical area prepped and maintained as aseptically as possible?
100	Y	N	N/A	Are all surgical packs and instruments sterilized?
101	Y	N	N/A	Is the analgesia used consistent with that described in the protocol?
102	Y	N	N/A	Is the immediate post-surgical care adequately documented?
103	Y	N	N/A	Are post-operative problems (if known) reported to the ARF veterinary staff?
				Euthanasia
104	Y	N	N/A	Does the method of euthanasia correspond with what is written in the protocol?
105	Y	N	N/A	Do all euthanasia methods comply with the 2013 Edition of the AVMA Guidelines for the Euthanasia of Animals?
106	Y	N	N/A	How are animal carcasses disposed of? Comments:
107	Y	N	N/A	Are animals euthanized away from the presence of other live animals?
108	Y	N	N/A	Are vital signs monitored to ensure the animal has expired (lack of heartbeat for one minute, eyeball blanching, lack of response to toe pinch, etc.)?

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