

University of Pennsylvania-Radiology
Small Animal Imaging Facility
Standard Operating Procedure

Title: Procedures for Animal Bites/Scratches Incidents (non-NHP)

SOP Number: 2.02

Version Number: 3

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Approval: Katie Zaifert, Director of Regulatory Compliance

- I. Purpose:** The purpose of this policy is to describe steps that must be taken in the event of a bite or scratch inflicted by a laboratory animal, other than a non-human primate, as outlined by the University Laboratory Animal Resources (ULAR) being used on the Philadelphia Campus of the University of Pennsylvania and the Hospital of the University of Philadelphia.
- II. Responsibilities and Scope:** Principal Investigators are responsible for ensuring that they and their staff personnel follow the steps required in this SOP. All personnel working in the SAIF with animals are responsible for knowledge of the content of the SOP, as well as ULAR SOP 3.15, and for following the prescribed course of action should an incident occur.
- III. Definitions:**
- A. Rabies Virus-**Rabies in an animal may remain sub-clinical for up to a year. The stress of shipping or research may exacerbate a sub-clinical disease causing the animal to begin shedding the virus. Although research at the University uses only purpose bred laboratory animals with known vaccination and health histories, we cannot guarantee that they have not been exposed to rabid animals prior to arrival at University of Laboratory Animal Resources facilities.
- B. Prophylactic Immunization-**All personnel exposed to dogs or cats within the University as part of their job are urged to be vaccinated for rabies.

IV. Procedures:

A. If a person is bitten or scratched, the following steps **MUST** be taken:

1. Immediately flush the wound with soap and water, then contact Occupational Medicine Health Services (OMHS) at HUP (Ravdin 2) for guidance and/or treatment. For incidents occurring at night, on weekends or holidays, the person should report to the HUP Emergency Room.

2. Notify the facility supervisor and the researcher's Principal Investigator of the incident, as soon as possible. An incident report form must be completed and reviewed by the facility supervisor to determine if further action needs to be taken, i.e. proper handling training required or equipment repairs needed.

B. Procedure for handling the cat or dog responsible for the injury:

1. Notify the Attending Veterinarian, their designee, the facility supervisor, husbandry school manager, or the Associate Director for Husbandry for guidance in handling the animal. **DO NOT EUTHANIZE THE DOG OR CAT.**
2. The dog(s) or cat(s) must be quarantined by ULAR according to the vaccination status of the animal. If the dog or cat does not show clinical signs of rabies at that time, the exposed person(s) will be notified and the animal will be returned to the investigator. The Attending Veterinarian or designee is responsible for providing notification.
3. If the dog or cat becomes ill, it will be euthanized, or if it dies, it will be taken to the Laboratory of Pathology, at the Veterinary Hospital of the University of Pennsylvania (VHUP) for a diagnostic work-up as a rabies suspect. ULAR is responsible for quarantining the animal, performing the necessary paperwork, and, if necessary, transporting the animal to the necropsy area of VHUP. The Department of Pathology at VHUP is responsible for shipping the animal for diagnosis as per their policy.
4. The exposed person(s) will be notified by ULAR if the animal is showing clinical symptoms or dies. This notification will be given by the Attending Veterinarian or designee.
5. ULAR and EHRS will call a meeting of all who had any contact, direct or indirect, with the dog or cat, and/or its specimens, for an evaluation of exposure and a decision of whether or not to begin post-exposure treatments.
6. When the pathology report is received, the exposed individual(s), PI, School Administrators, and Public Health officials.

V. References: ULAR SOP3.15 Procedures for Animal Bites and Scratches (non-NHP)

VI. Attachments: None

VI. Document History:

Version Number	Effective Date	Author	Reason
2	December 9, 2006	L.R. Cheatham & I. Lee, revised by E.A. Browning	Revised
1	December 9, 2005	LR Cheatham	New SOP