

ECOR Elections 2014

- 2 OPENINGS -

One Professor One Associate Professor

3-YEAR TERM begins in January 2015

NOMINATIONS DEADLINE: September 30, 2014 – 5:00 PM
VOTING from Oct. 28 – Nov. 24, 2014

For more Information visit the ECOR website:

<http://ecor.mgh.harvard.edu/>

Under the Section: “About ECOR –Elected Representatives –
ECOR Elections”

MGPA SEMINAR and VENDOR FAIR

The Mass General Postdoc Association (MGPA) is hosting a seminar for research fellows titled "Acing the Interview" followed by a vendor fair open to all. Details:

Acing the Interview Seminar:

Learn tips for successful job interviews in industry and academia

Speaker: Lauren Celano

Date: Thursday, September 11, 2014

Time: 11:00 am - noon

Please register at orcd@partners.org for location details

Vendor Fair:

Learn about the latest equipment and supplies for your research

Date: Thursday, September 11, 2014

Time: noon - 1:30 pm (lunch available)

Location: CNY 114 lobby and first floor conference rooms - registration not required

To register for any program, email orcd@partners.org

Syncplicity – What is it?



- A **secure**, enterprise file storage & sharing solution.
- File synchronization, mobile access and sharing on your iOS, Android, PC and Mac devices, anytime.

Website: <http://rc.partners.org/syncplicity> Contact: rcc@partners.org

How does it work?

Partners procured an initial pool of licenses for research

- These licenses include unlimited cloud storage and are available at no cost until August 2016.
- After these run out, users can purchase a license for \$50/year.
- After August 2016, the service is expected to remain at \$50/year.

Syncplicity – Why should I use it?



Syncplicity is the only collaboration tool of its kind approved by the Partners office of the Chief Information Security & Privacy Officer for transporting or storing Partners Confidential Data.







How do I get started?

- 1) Request online from the PHS-EGI (Ergonomic Group) website:
<http://web1.ergogroup.com/partners/>
 - Research Instructions: [How to place an order in PHS Ergonomics \(EGI\).](#)
- 2) If approved, you will receive a Welcome Email from Partners with basic instructions to install the client.
- 3) FAQs / Screenshots / Best Practices in ERIS KnowledgeBase:
http://rc.partners.org/kbase?cat_id=85

Website: <http://rc.partners.org/syncplicity>

Contact: rcc@partners.org

What do I use to store or share data?

Tool	What is it?	Internal	External
Secure File Transfer http://transfer.partners.org	Large file share		
Send Secure http://rc.partners.org/emailencryption/	Email Encryption		
Shared File Area (SFA) http://rc.partners.org/storage/sfa	Internal file share & storage		
Research Interactive Storage (RFA) http://rc.partners.org/storage/rfa	Internal file share & storage		
Syncplicity http://rc.partners.org/syncplicity	File share, sync & storage		

KnowledgeBase: http://rc.partners.org/kbase?cat_id=29&art_id=533 Contact: rcc@partners.org

We expect Apple will release the next operating system for Macs, OS X 10.10 Yosemite, in July for beta testing.

- **PEAS team advises not to upgrade Macs to 10.10 yet.**
- The Partners Enterprise Apple Support (PEAS) team is testing Yosemite and already identified compatibility issues with Partners applications:
 - Email
 - Integration of Java & VPN
 - Calendaring
 - Enterprise Vault
- Information will be broadcasted to all users as details become available.

Contact: peas@partners.org

Partners Export Controls Travel FAQ for Researchers

Rachel Ackman

Sr. Research Compliance Associate

September 2, 2014

Travel FAQ for Researchers

Answers to Frequently Asked Questions that will tell you

- Whether export controls apply to you
- How to know you may need an export license
- What you need to do if you think you may be exporting

Do export controls apply to you?

Export controls are federal laws and regulations that control the export of strategically important products, services, and technologies to foreign persons and nations.

- You “export” when you ship items, software, or information internationally or travel with these items outside the US
- You may “export” when you perform research at Partners or collaborate with someone from outside the US

Do I need an export license?

- What item or information is leaving the US
- Who, person or organization, will ultimately use it
- Where is the item or traveler going and is the destination country under sanction or embargo

What do I need to do if I think I am exporting?

- Consult the new *Partners Export Controls Travel FAQ for Researchers* if you'll be traveling or sending items or data outside the US.
- The FAQ addresses specific issues such as:
 - Laptops, other devices, encryption
 - Research data and information
 - Medical supplies
 - Pharmaceutical products, devices, vaccines
 - Biological materials, human and non-human
 - Pathogens, toxins, related genetic elements
 - Financial transactions

What do I need to do if I think I am exporting?

- The *Partners Export Control Policy and Guidance* has detailed information about how we handle exports, as well.
- Contact the MGH Research Compliance Office
 - Rachel Ackman, 617-643-9721, rackman@mgh.harvard.edu

Resources

- *Partners Export Controls Travel FAQ for Researchers*

http://mghresearch.partners.org/Research_Compliance/documents/Final%20Export%20Controls%20Travel%20FAQ%207.29.14.docx

- *Partners Export Control Policy and Guidance*

http://resadmin.partners.org/RM_Home/Documents/RMPolicies/ExportControl%20Policy.pdf

- **MGH Research Compliance Office**

– Rachel Ackman, 617-643-9721, rackman@mgh.harvard.edu



How to Succeed at In Vivo Research at MGH: Compliance and Support Services

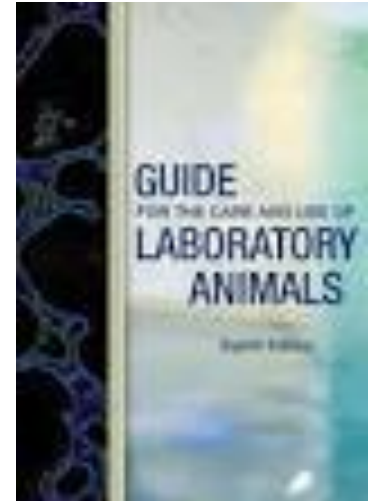
A Clancy PhD, Director, Animal Welfare Assurance

D M Jarrell DVM, DACLAM, Director,
Center for Comparative Medicine



IACUC – Role and Responsibilities

- Meet requirements of regulatory oversight agencies
 - NIH /OLAW (Office of Lab Animal Welfare)
<http://grants.nih.gov/grants/olaw/faqs.htm>
 - USDA APHIS – Animal Welfare Act Regulations
www.aphis.usda.gov
 - AAALAC
<http://www.aaalac.org/>
 - Guide for the Care and Use of Laboratory Animals
- Protocol Review
- Semi-annual program review and facility inspection
- Review concerns involving care and use of animals





Tips for a Successful Submission

1. Consistency!!

2. **Abstract** - a brief summary in lay language.

3. Animal numbers

- Be consistent and justify (how and why this # of animals needed)
- Triennial review (in-house versus NEW animals)

4. Detailed Research Plan - include:

- Different groups,
- Variables,
- Expected or potential adverse effects/conditions.

5. **Clinical Signs** - what you will look for and what you expect to see for each group of animals



Tips for a Successful Submission (cont)

6. Humane Endpoints

7. Anesthesia forms - consistency! species/procedure appropriate

8. Procedure form - for each procedure

9. Staff – training and experience in species and procedure

10. Flow Charts – include

- animal numbers
- groups and variables
- procedures and time points
- anesthesia and analgesia
- consistency!



Tips for Insight Submission Success

- Check the “Work In Progress” tab when working on a submission
- Access to forms depends on the Q’s answered
- New procedure - New form/more animals?
- Proofread!
- Don’t forget the “submit” button!
- PI sign-off (email notice, activity list)
- Include a point-by-point response with revised submissions
- Notification of review action - editing and return the original (Pending Application)
- Consult with IACUC, Vets, Safety in advance



Resources: IACUC Web site; IACUC Quick Reference Sheets; IACUC Policies and Procedures



eIACUC

STEP BY STEP PROCESS FOR ADDING OR REMOVING STAFF

1. Login to the Partners network
2. Go to the following web page: <http://insight.partners.org>
3. Enter your Partners username and password to login to Animals/eIACUC
4. Click on the **go to Animals** button
5. Select the protocol title of the desired study from the 'Active Protocols' tab

Protocol #	PI Name	Title	Sponsor N:
2009N000133	Fried, Shelley	The neural response to elec...	NIH-NEI Nat
2008N000020	Fried, Shelley	Replicating Physiological	The neural response

Record 1 - 2 of 2 | Page 1 of 1

<http://is.partners.org/aniweb/Forms/text.asp>



IACUC – Program Compliance

Semi-Annual Inspections

- **Living environment** (husbandry, crowding, sanitizable)
- **Personnel**
- **Safety** – signage, PPE, sharps
- **Appropriate storage & disposal** - Food, Waste, Hazards
- **Expired/Unlabeled substances**
- **Cage/Procedure cards**



IACUC – Non-Compliance

When does it occur:

- Conduct of work in the absence of approval;
- Failure to follow the approved protocol;
- Unapproved personnel conducting procedures;
- Not meeting the requirements of the regulations, policies, SOPs

“Know What’s in Your Approved Protocol”



IACUC –Non-Compliance

- Reviewing non-compliance
 - Corrective action plan and timeline
- Reporting non-compliance
 - Institution
 - Federal and other agencies
- Risk – Regulatory, Reputation, Revenue

NIH Guide for Grants and NIH Guide for Grants and Contracts
[NOT-OD-05-034.](#)



IACUC – Program Updates & Planned Improvements

- IACUC Application and Review Process
 - Insight-usability upgrade
 - Reference sheets (and help) available in Insight
 - Increase efficiency of the FCR process
 - Develop a more robust, nimble DMR process
 - Improve notifications between the IACUC and research teams
- Revisit the process to add staff – develop best practice
- PAM and Application Submission Work Shops
- Dedicated call-in hours



Our True North

revised 2010



CCM Mission

- Provide reliable, affordable, and responsive laboratory animal care and research services in pursuit of scientific knowledge and medical breakthroughs
- Avoid or minimize pain and distress in animals under our care
- Maintain a fulfilling, respectful, and safe workplace

CCM Vision

- To remain an industry leader through continuous improvement and share our innovations with others

CCM Strategy

- Our mission and vision will be pursued in a relentless, programmatic manner by all levels of the department to improve quality and eliminate waste.



CCM Website:

www.mghccm.org



*A Good Start
for obtaining
information*

A screenshot of a Mozilla Firefox browser window displaying the website for the Center for Comparative Medicine (CCM) at Massachusetts General Hospital (MGH). The browser's address bar shows the URL "http://intranet.massgeneral.org/ccm/". The website header includes the MGH logo, the text "MASSACHUSETTS GENERAL HOSPITAL CENTER FOR COMPARATIVE MEDICINE", and a search bar. A navigation menu below the header lists "Home", "Staff Directory", "Research Community", "Services & Fees", "Animal Health", "For CCM Staff", and "Contact Us". The main content area features a large image of a white mouse on a microscope. To the right of the image is a text box titled "THE CENTER FOR COMPARATIVE MEDICINE" containing the following text: "CCM's mission is threefold: (1) provide reliable, affordable, and responsive laboratory animal care and research services to MGH investigators in pursuit of scientific knowledge and medical breakthroughs for patients and their families; (2) avoid or minimize pain and distress in animals under our care; (3) maintain a fulfilling, respectful, and safe workplace for our employees." Below this text is a green button that says "Need Facility Access?". The browser's status bar at the bottom shows the URL "http://intranet.massgeneral.org/ccm/staff-directory/index.asp".



Center for Comparative Medicine Research Support Resources



Director/AV and Assistant Directors – Sr Leadership Team

Clinical Veterinarians

- Clinical care of all sites
- Protocol Development/LAM “best practices”
- Animal model development

Program Managers

- Breeding (rodent colony management)
- Environmental Enrichment,
- Staff Technical Training,
- Critical Care and Anesthesia Services,
- Information systems/ Researcher Databases

Administration

- Billing,
- Animal Procurement,
- Import and Export/Transportation

Facility Managers

Animal Husbandry and facility operations

Team Lead and Research Animal Specialist (RAS)

- Daily research animal care (365/year)
- > 50% of RAS staff have American Association of Laboratory Animal Science certifications (ALAT, LAT, LATg)





2014 AAALAC Site Visit Planned



Comprehensive review of all aspects of animal care and use

Expected Date: first week of November 2014

3 visitors for ~ 4 days

Potential to visit ALL spaces where animals are housed and/or used



ENGLISH



CHINESE



FRENCH



GERMAN



JAPANESE



KOREAN



SPANISH



Association for Assessment and Accreditation
of Laboratory Animal Care International



AAALAC 2011 Site Visit Results



- “Mandatories”
 - **Poor regulatory compliance in non-CCM managed (satellite)... housing and procedural areas program**
 - Inadequate oversight (poor auditing of sites)
 - *Inadequate infrastructure (HVAC data missing)*
 - *Inadequate care (health cases in satellite areas not followed up on)*
 - *Unclear Lab Management Oversight (AWR, DEA and protocol compliance)*



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of Laboratory Animal Care International



2014 AAALAC Site Visit



- **Corrective Action : Comprehensive Program Established**
 - Facility Assessment and Improvements - RSMG
 - CCM Veterinary Care provided to ALL sites – CCM
 - Animal care requirements consistent with CCM Standards
 - Security (Controlled Access) and Emergency Preparedness – Lab

Housing Animals in the Lab for > 12 hours - Must be Approved

CCM Options for Satellite Housing

Category	Option A <i>All Inclusive</i>	Option B <i>Cage Set-ups & Vet Care</i>	Option C <i>Vet Care only</i>
Daily Husbandry (cleaning, feeding, H2O provision)	CCM	PI	PI
Daily cage observation	CCM	PI	PI
Veterinarian on-call, regular rounds & QA consultation	CCM	CCM	CCM
Environmental QC	CCM / PI*	PI	PI
Clean cages, H2O bottle, feed provision	CCM	CCM	PI**
Room/Space Sanitation	CCM	PI	PI
<i>FY15 Per Diem – Mouse Cage</i>	<i>\$1.23</i>	<i>N/A</i>	<i>N/A</i>
<i>FY15 Per Diem – Rat Cage</i>	<i>\$1.96</i>	<i>N/A</i>	<i>N/A</i>
<i>FY15 Per Diem – Other Species</i>	<i>Published Rates</i>	<i>N/A</i>	<i>N/A</i>
<i>FY15 Mouse Cage Set-up</i>	<i>Included</i>	<i>\$0.75</i>	<i>N/A</i>
<i>FY15 Rat Cage Set-up</i>	<i>Included</i>	<i>\$1.25</i>	<i>N/A</i>
<i>FY15 Vet Services Care</i>	<i>Included</i>	<i>\$150/hour</i>	<i>\$150/hour</i>

* Responsibility determined by space ownership

** Disposable only if cage-processing equipment not available



ENGLISH



CHINESE



FRENCH



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JAPANESE



KOREAN



SPANISH



Association for Assessment and Accreditation of Laboratory Animal Care International



MGH Research Support



- Phase 1 Capital Funds Allocation = \$1.670 M
 - Animal relocation costs not included
- Project Scope
 - 7,200 nasf
 - Complete HVAC replacement
 - Removal of several walls
- Project Management – Facilities & Engineering
- Animal Relocation Contingency Plan Funding
 - FY14: \$125K - Approved
 - FY15: \$650K (*proposed*)
 - FY16: \$225K (*proposed*)



Census Impact – Phase 1



2500 cages will need to be relocated out of 149-8:

- Reduce overall census @ 149-8 by 2-5% by eliminating orphan cages/unneeded inventory
- Relocate ~400 cages to CNY149-9 facility
- Relocate ~500 cages to CNY114 facility
- Relocate ~1000 cages at Mispro facility 400TS, Cambridge
- Add ~350-400 cages to 149-8 Phase 2 area (new PIV racks)



Next Steps: Colony Review



To Be managed by:

Laurie Ingram , Asst Director of CNY Operations

- CCM will provide current census at rack/room level to all PIs/
Lab Contacts
 - Effective August 1, 2014
- CCM will assist labs in identifying cages that can be culled
(orphan cages)
 - August 2014 – October 2014
- Provide CCM with lab-based cage transfer preferences
 - No later than September 15, 2014
- CCM and IACUC ensure that study conduct locations are
updated (administrative action)
 - September – October 2014
- Reservation System established for transfers back to CNY
149-8 (CCM/ECOR initiative)
 - September 2014



If You See a Concern....



Reporting Animal Welfare Concerns



Any MGH employee observing a deficiency in animal care or use is encouraged to report it as outlined below. A deficiency may include acts of perceived negligence, omission or non-compliance with approved protocols and IACUC policies, and intentional acts of cruelty towards laboratory animals.

Hospital policy, as well as federal law, prohibits any discriminatory or reprisal measures being taken against any employee for reporting deficiencies in animal care or use.

MGH intends to protect, to the extent possible, the privacy of an individual who in good faith reports an apparent deficiency.

Name	Office	Phone	Fax	Email
Robin Minkel, Assistant Director, Animal Welfare Compliance	CNY 149-5263	724-4503	724-2475	minkel@mgh.harvard.edu
Diane McCabe, Assistant Director, Animal Welfare Assurance	CNY 149-5262	726-9718	724-2475	dmccabe@mgh.harvard.edu
Anne Clancy, PhD Director, Animal Welfare Assurance	CNY 149-5250	724-2733	724-2475	aclancy1@mgh.harvard.edu
Harry Orf, PhD Institutional Official & Senior Vice President for Research	BUL-2- 240E	724-9079		horf@mgh.harvard.edu
Donna Matthews Jarrell, DVM Attending Veterinarian Director, Center for Comparative Medicine	CNY 149-5249	726-9432	726-5705	djarrell@mgh.harvard.edu
Warren Zapol, MD IACUC Chair Chief Emeritus, Anesthesia & Critical Care	Thier 503	726-3030	726-3032	wzapol@mgh.harvard.edu
MGH/MGPO Compliance Helpline For Confidential & Anonymous Reporting		726-1446		

For more details, refer to the IACUC policy on "Reporting Deficiencies in Animal Care and Use"