

USAMRMC ANIMAL CARE AND USE REVIEW OFFICE GUIDANCE FOR  
SUBMISSION OF CHANGES TO ANIMAL CARE AND USE PROTOCOLS  
MAY 2019

When an Institutional Animal Care and Use Committee (IACUC) of a DoD-supported activity approves significant changes<sup>1</sup> to an approved protocol that was administratively reviewed by the Component headquarters oversight office, the Component headquarters oversight office must review and approve those changes to the IACUC-approved protocol before they can be implemented. This document provides Animal Care and Use Review Office (ACURO) guidance for review and approval of protocol changes.

1. **Significant changes** include any changes that have, or may have, a negative impact on animal welfare. Changes that must be reviewed and approved by ACURO before they can be implemented include:
  - a. Change in Principal Investigator.
  - b. Addition of procedures.
  - c. Change in species.
  - d. Change in study objectives.
  - 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. Changes in duration, frequency, type, or number of procedures performed on an animal.
  - j. Change in housing and/or animal use location that is NOT overseen by the IACUC.
  
2. The following changes are **NOT** considered significant and do **NOT** require ACURO review and approval prior to implementation:
  - 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 that is overseen by the IACUC.
  
3. For questions regarding submission of protocol changes, 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.

<sup>1</sup>Significant changes are commonly referred to as major modifications or major amendments.