



**Florida State University  
Laboratory Animal Resources**

**Standard Operating Procedure  
Request for Veterinary Care**

**1.0 Scope and Application**

The reporting of illness or injury of research animals should be done in a real time effort. The Clinical Case Request form serves to initiate the request for veterinary care while communicating contact information and a description of the problem.

**2.0 Summary of Method**

- The individual identifying an animal or animals in need of veterinary care must complete a Clinical Case Request form. Forms are available at <https://lar.fsu.edu/forms/clinical-case-request/>. In an emergency, the form may be completed after contacting a veterinarian directly.
- The individual reporting the ill/injured animal must also complete the designated portion of the green “sick animal” cage card. This card must be attached to the primary enclosure housing the ill/injured animal.
- A single Clinical Case Request form and “sick animal” cage card can be completed for multiple animals in the same cage with the same condition. Separate Clinical Case Request forms and “sick animal” cage cards should be completed for animals in the same cage with different health conditions.
- A LAR veterinarian is responsible for evaluation of reported animals within 24 hours of initial notification.
- Veterinary staff will develop a treatment plan and notify the principal investigator or other laboratory designee prior to initiating treatment. Treatment arrangements will be coordinated with research personnel or the responsible LAR husbandry technician. In the case of a pressing health problem, if laboratory personnel are not available, LAR veterinarians have authority to treat the animal, remove it from the experiment, institute appropriate measures to relieve severe pain or distress, or perform euthanasia if necessary.
- Assessments of the animal’s condition and treatments must be recorded on the “sick animal” card. The card will serve as the animal’s medical record and must remain on the primary enclosure until the medical problem has been resolved, the animal has been euthanized or has been found dead. Cards must be turned in to LAR veterinary staff and will be maintained for up to one year following case resolution.

- A Clinical Case Request and “sick animal” cage card should not be utilized to report classic barbering lesions. Classic barbering lesions are non-patchy, well-circumscribed areas of alopecia with intact skin. Barbering animals should be identified with a pink “barbering” cage card placed immediately behind the standard cage card. Husbandry technicians should monitor the condition of barbering animals and report any changes such as wounds, scabbing, or ulcerations to LAR veterinary personnel through submission of a Clinical Case Request and by flagging the cage with a green “sick animal” cage card.

#### Revision History

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