

## **ULAM Delivery of Humane Care to Rodents Meeting**

**Monday, April 28, 2008 8-5pm**

**60 day review, ULAM Library**

Attendees: Ward-Hope, Hugunin, Hutyra, Johnson, Kubik, Luckman, Molnar, Rogers, Steiner, Kotus

### **Brief Summary and Action points:**

- New ATR form has been created with information for tracking metrics. Raylene's team began piloting ATR in MSRB and has entered metrics for 38 ATR's into a spreadsheet. The pilot will continue for 2 more weeks with expansion into the BSRB facilities. The team will be gathering feedback about the form and the process and will hold a pizza lunch after the pilot is finished to discuss results.
- Dawn and Randy are attempting to determine how to gather contact information. It will be difficult to collect the contact information and then to maintain current information. There are debates about where to store contact information and how frequently it will be updated. Dawn will be running a pilot study in several buildings to try to engage PI staff to identify and record a medical contact person.
- The training team has created a draft "Do Not Report" SOP to be distributed to the veterinary care staff and husbandry management and supervisors for comment. They will then gather training materials and pilot the SOP.
- Howard assumed ownership of the appropriate technology for communication in the animal facilities goal and has made contact with Glen Hiller in MSIS and Denise Roth in MCIT. Denise presented information at the meeting about the various trials the hospital has undergone to test pager, cell phone, palm pilots and voice over wireless capabilities. With her 5 years of experience in the hospital with these trials, there doesn't seem to be an easy or unified solution. Glen Hiller will assign someone from MSIS to help us look into possible solutions. Kindy prepared an excellent summary of where pagers currently work and where we have wifi capabilities in the facilities that will be helpful for moving forward.
- Carrie's team is piloting a permanent identification system for cage racks. They have explored using post-its, clips, and acetates for cage identification and are piloting many of these ideas. They are working on a standard jig to use to cut acetates to a uniform size so they won't fall off the cages.
- Kelly is continuing to pilot an ulcerative dermatitis template with 2 VT's to facilitate better communication and decision making about cases with PI's. Some modifications were made to the original document and the modified version is being piloted. Malocclusion is the second condition to be piloted and a template has already been created and is being piloted.
- Karen has entered the minutes for the 30 day review on CTools. She has also set up a tab for people to place comments about the Lean projects under "discussion". There are now standardized forms for the 30, 60 and 90 day reviews. The ULAM Lean Team poster is finished and posted outside Val's office. Fliers are also finished and should be posted throughout ULAM facilities. Goal leader meetings are being held every 2 weeks. Goal owners are posting information about their projects on CTools. The next scheduled 90 day review is on Friday, May 23 but is subject to change. Goal owners will be presenting summaries at this Friday's Staff meeting and pizza roundtable lunches are to be arranged for the future to discuss goals more informally.
- Agenda meetings may be reinstated to facilitate discussion and interaction among the veterinary and husbandry staff.
- It was suggested that we create regular meeting with PI's (like the LSI users group meetings) to obtain suggestions and open dialog with PI's every 6 months or on a regular basis (for basic sciences departments).
- There was also concern expressed that the husbandry staff is not as connected, informed or engaged in the Lean projects as we would hope and that we need to reach out to them on constant basis to keep them engaged.