

Request for Review of Observational Protocols

Institutional Animal Care and Use Committee

University of Nebraska at Kearney, Kearney, NE 68849

For Office Use:	IACUC #			
IACUC Action:	Approved <input type="checkbox"/>	Returned for Modification <input type="checkbox"/>	Rejected <input type="checkbox"/>	
Date:	Signature:			

Send completed form and other necessary documents to unkiacuc@unk.edu

1. Name(s) of faculty responsible for this project:
Faculty email (project director only):
Faculty Campus Address (project director only):

Faculty Telephone (project director only):
2. If students are working on the project, name(s) of student(s):

3. Have you completed the online CITI training and the Health Screener? Provide the CITI expiration date for all involved (MM/DD/YY):

4. Date submitted (must be at least 2 weeks prior to proposed start date):

5. Indicate project types (check at least one box on line "a" and at least one box on line "b"):

a. Undergraduate	Graduate	Faculty
b. Research	Classroom	Experiential Learning
6. New Protocol Change in Protocol #
7. Protocol or Course Title (Course Title for classroom protocols only):

8. Does your research entail the study of live vertebrates?
Yes No

*if no, stop here.

9. Will your research alter or influence the activity of the animals?

Yes No

10. Does the research involve invasive procedures, or will it harm or materially alter the behavior of an animal under study?

Yes No

*If you answered "Yes" to questions 9 or 10, please complete the full IACUC protocol review request form. Otherwise, continue:

11. a) Proposed start date (MM/DD/YY) of project or revised protocol

b) Proposed end date (MM/DD/YY) of project or revised protocol (max 3 years from submission date)

12. Briefly describe the nature of the research, what procedures will be involved, and the nature of the habitat where you will be working.

13. What measures you will take to assure that these procedures will not alter or influence the activity of the animals. For instance, if you plan to take photos, will you use a blind or other camouflage? Will you use a long lens so as to increase your distance from the animal?

14. Location of study:

15. Indicate if study site is: private ownership public lands

16. PERMISSIONS:

Please click to buttons to confirm you have read the policy for obtaining permission from private landowners:

- If at all possible the researcher should obtain a letter from the landowner before beginning study. This is required for long term studies where repeat visits will be made. Signatures may be gathered ahead of time by mail. E-mails from landowners may also act as letters of permission so long as they originate from the landowners e-mail address.
- Larger studies where many sites are used, typically for only one visit, do not require advanced permission but do require the landowner to sign a brief form indicating permission to do the study on that location has been granted. Permission forms should include the general purpose of the visit, the length of time on the property (distinguishing short visits from a day, a week, a month etc), and what, if anything will be taken (i.e., samples).
- Permission letters, forms, and e-mails should be kept on file by the responsible faculty member for no less than 5 years after the study ends.

The IACUC will determine if further review is needed. If so, you will be asked to complete the full IACUC protocol review request form. If not, you will receive a letter from the IACUC stating that no further review is needed and you may proceed with your research, subject to these two provisions:

- a) You must notify us if a significant change to the project occurs. With regard to the “field study exemption,” a change will be considered significant if the changes include an invasive procedure, or that harm the animal or materially alters the behavior of an animal under study, or that alter or influence the behavior of the animal.
 - b) It is unlawful to begin work until all federal or state permits required for your research have been issued. The IACUC may choose to request copies of your permits for the administrative record.
- I agree to notify the IACUC of any significant changes to the project.
 - I understand that it is my responsibility to ensure that I have all the necessary state and federal permits before conducting this research.

As project director, I acknowledge that I am familiar with the guidelines for animal care and use of the University of Nebraska at Kearney and the PHS and will notify the IACUC of any changes in protocol or unanticipated results of the project that may be harmful to the welfare of the animals. I understand that faculty members are always responsible for projects, including student projects. My typed name below coupled with sending the proposal from my UNK e-mail account substitutes for my signature.

Date

FACULTY Signature