How to Submit a New Animal Care Research/Pilot Project Application

Committees **Studies** **Help**

Page for Prince Epple

🏠 **PI and Staff**

My Roles

PI & Staff

Committee Member

REB Guest Reviewer

Create:

⚖️ Conflict of Interest

🌐 Human Ethics

🐰 Animal Care

☣️ Biosafety

✉️ Send Feedback

Committees

🔼 Name

👥 Animal Care Committee

👥 BC Cancer Agency Research Ethics Board

👥 Biosafety Committee

👥 Children's and Women's Research Ethics Board

👥 Clinical Research Ethics Board

👥 Conflict of Interest Committee

👥 Providence Health Care Research Ethics Board

👥 UBC Behavioural Research Ethics Board

👥 UBC Okanagan Behavioural Research Ethics Board

Page for Prince Epple

⚠️ Open notifications

Welcome to your personal RISe Home Page.
To view your ethics studies or declarations select the applicable grey tab below (Animal Care, Human Ethics, Conflict of Interest).
Click here for FAQs.

| My Inbox | Conflict of Interest | Human Ethics | Animal Care | Biosafety | Inactive | Reports/Tutorials |

Your 'Inbox' is a folder for receiving items that require your attention. Once each item is addressed, it will leave your 'Inbox' and be filed under one of the other applicable tabs. Click on the name of the study to access the application or the Post Approval Activity (PAA).

Click to create a new Animal Care application for a brand new study.

New Applications

Filter by ❓ | ID ▼ | | Go | Clear | Advanced

	ID	Name	Type	Owner	State	🔽 Last State Change
🐰	A14-0007	test	Animal Care	Epple, Prince	Pre Submission	5/15/2014 4:23 PM
🌐	H14-00036	PFM Kenya	Human Ethics	Epple, Prince	Pre Submission	4/15/2014 9:28 AM
🌐	H14-00031	Abdo pain NYD	Human Ethics	Epple, Prince	Pre Submission	4/9/2014 8:30 AM
🌐	H14-00028	construction waste	Human Ethics	Apple, Prinz	Pre Submission	4/7/2014 1:39 PM
🌐	H13-00106	Discrimination and activism	Human Ethics	Apple, Prinz	Pre Submission	12/6/2013 10:05 AM
🌐	H13-00105	Activism Study	Human Ethics	Epple, Prince	Pre Submission	12/6/2013 7:00 AM
🌐	H13-00092	Fibrosis	Human Ethics	Apple, Prinz	Pre Submission	9/3/2013 11:16 AM
🌐	H13-00054	BCCDC	Human Ethics	Epple, Prince	Pre Submission	4/17/2013 9:16 AM
🌐	H13-00050	test	Human Ethics	Epple, Prince	Pre Submission	4/12/2013 1:13 PM
🌐	H13-00049	Comment 111	Human Ethics	Epple, Prince	Pre Submission	4/10/2013 1:48 PM

⏮️ ◀️ 1 to 10 of 31 ▶️ ⏭️   10 / page

Post Approval Activities (In Progress)

Filter by ❓ | ID ▼ | | Go | Clear | Advanced

	ID	Name	Type	Owner	State	🔽 Last State Change	PAA Type
☣️PAA	B14-0007-A002	RISe Tutorial	Biosafety PAA	Epple, Prince	Pre Submission	5/15/2014 2:51 PM	
🌐PAA	H13-00044-A002	request for acknowl	Human-Post Approval Activities	Apple, Prinz	Pre Submission	3/28/2014 2:07 PM	Request for Acknowledgement
🌐PAA	H13-00044-A001	asdasd	Human-Post Approval Activities	Apple, Prinz	Pre Submission	1/9/2014 8:57 AM	Completion of Behavioural Study
🌐PAA	H12-00045-	Brain Study - Amendment	Human-Post Approval	Epple,	Pre	12/5/2012 11:00	Amendments to Study

<< Back   Save | | Print...   Continue >>

1. STUDY TEAM - ANIMAL CARE COMMITTEE

* *1.1.*

Please select the Principal Investigator (PI) for the study. The PI is responsible for all aspects of the work conducted under this protocol. Once you hit "Select", you can enter the PI's name, or enter the first few letters of his or her name and hit "Go". You can sort the returned list alphabetically by First name, Last name, or Organization by clicking the appropriate heading.

[Select...]

Primary Appointment: Medicine, Faculty of
Rank: Professor
Animal Care Training (Online) Certificate Number:
Animal Care Training (Practical) Certificate Numbers:

Begin by selecting the Principal Investigator. If you have previously held a PI role, this field may automatically be populated with your name.

The Principal Investigator must have a Faculty Appointment (i.e. Professor, Associate Professor, Assistant Professor, Adjunct Professor, Clinical Professor, Clinical Associate Professor, Clinical Assistant Professor, Professor (PT), Associate Professor (PT), Assistant Professor (PT), Professor Emeritus/a, Associate Professor Emeritus/a, Assistant Professor Emeritus/a). This includes Clinical Faculty appointments in the Faculty of Medicine. If this is a Teaching protocol, please list the Principal Supervisor.

If you cannot see your name in the Principal Investigator list and you are the Principal Investigator of the study, please contact the Office of Research Services at risesupport@ors.ubc.ca.

1.2.

Provide the name of ONE primary contact person in addition to the PI who will receive ALL correspondence regarding this application. This primary contact will have online access to read, amend, and track the application.

[Select...]

Selecting a primary contact is optional. If a primary contact is not selected, the PI will be the only person to receive all correspondence.

The certificate of approval and notifications regarding the application will be emailed to this primary contact in addition to the PI.

Complete sections 1.3, 1.4 and 1.5 to add Co-Investigators and study team members directly involved in the care and use of animals in this study and designate their access for this study.

To add *Co-Investigators in 1.3 and study team members in 1.4:*
1. Click "Add".
2. Enter the name or enter the first few letters of the person's name and click "Go".
3. You can sort the returned list alphabetically by First name, Last name, or Organization by clicking the appropriate heading.
4. Select the boxes beside ALL applicable names and click "OK".

To delete *a person from the list, select the box next to his or her name and click "Delete".*

Guidance Notes are located in the boxes to the right of the application form. They include detailed explanations of the questions, instructions on how to fill out the form and useful links to documents and contacts.

1.3 Co-Investigators:
List all Co-Investigators of the study. These members WILL have online access to read, amend and track the application.

[_____] [Add]

Last Name	First Name	Institution/Department	Rank	Online Training	Practical Training

There are no items to display

To meet the Canadian Council on Animal Care (CCAC) requirements, the online animal care training program is compulsory. If you are involved with animals in research, teaching, or testing, you must be trained in animal care and ethical issues involved in animal use. If you have completed this training, please update your RISe profile. If you have not, please select here to register. If you have taken any practical courses offered through the Animal Care Centre, please ensure that you update your RISe profile (practical animal care training section). Certification of completed/passed practical training course is required for any individual that has "hands on" contact with animals. The role of each study team member in the study must be defined in section 4.10.

1.4. Study Team Members - Online Access

List all study team members who WILL HAVE online access to read, amend and track the application. All study team members must list online training and study team members that have "hands on" contact with animals must list practical training and their role in the study must be defined in section 4.10.

[Add]

If this is a Breeding application, please ensure the Colony

<< Back   Save | | Print...   Continue >>

1. STUDY TEAM - ANIMAL CARE COMMITTEE

* 1.1.

Please select the Principal Investigator (PI) for the study. The PI is responsible f
protocol. Once you hit "Select", you can enter the PI's name, or enter the first f
sort the returned list alphabetically by First name, Last name, or Organization b

[   ] Select...

Primary Appointment: Medicine, Faculty of
Rank: Professor
Animal Care Training (Online) Certificate Number:
Animal Care Training (Practical) Certificate Numbers:

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[   ] Select...

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3. You can sort the returned list alphabetically by First name, Last name, or Org
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List all Co-Investigators of the study. These members WILL have online access

[   ] Add

Last Name	First Name	Institution/Department	Rank
There are no items to display			

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Filter by last name and include a "%" in front to maximize results.

Select Person - Google Chrome

sandbox.rise.ubc.ca/sandbox/CommonAdministration

Select Person

Filter by [Last Name ▼] [%epple   ] Go   Clear   Advanced

Total Selected: 1   ⏮ ◁ 1-7 of 7 ▷ ⏭

▲ Last Name	First Name	Organization
○ Administrator	System	Webridge
○ Apple	Prinz	Medicine, Faculty of
● Epple	Prince	Medicine, Faculty of
○ Head	Department	Medicine, Department of
○ Kirk	Martin	Medicine, Department of
○ Smith	Sam	Medicine, Department of
○ Smith	Jane K.	Medicine, Department of

Total Selected: 1   ⏮ ◁ 1-7 of 7 ▷ ⏭

Select the name of the Principal Investigator.

OK   Cancel

Click "OK" to add your selection.

...a Faculty Appointment
...ssistant Professor, Adjunct
...ssociate Professor, Clinical
...ssociate Professor (PT),
...meritus/a, Associate
...ssor Emeritus/a). This
...in the Faculty of Medicine. If
...the Principal Supervisor.

...incipal Investigator list and
...e study, please
...risesupport@ors.ubc.ca.

. If a primary contact is not
...n to receive all

...tions regarding the
...ary contact in addition to the

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If this is a Breeding application, please ensure the Colony

<< Back   Save | Print...   Continue >>

Make it a habit to hit "Save" before you "Continue" to the next page

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Prince Epple   Select...   Clear

Primary Appointment: Medicine, Faculty of
Rank: Professor
Animal Care Training (Online) Certificate Number:
Animal Care Training (Practical)

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Some questions are marked with a red asterisk. This indicates that the question is a required field. If you leave these questions unanswered, you will not be allowed to proceed to the next page of the application.

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[   ]   Add

Last Name	First Name	Institution/Department	Rank	Online Training	Practical Training

There are no items to display

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[   ]   Add

If this is a Breeding application, please ensure the Colony

2. STUDY DATES AND FUNDING - ANIMAL CARE COMMITTEE

2.1. *What is the start date and proposed duration of this study? Use the calendar box to select the dates(Internet Explorer) or enter the dates manually using the format yyyy-mm-dd. The start date must be defined as a date after which the protocol is approved.*

Guidance Notes ≪

* 2.1.a

Start Date:

01 February 2016

* 2.1 b

How long do you anticipate this study will continue?

4 years

> **Whenever you encounter questions that require you to input a date, please use the calendar icon to select your dates as it will ensure the proper formatting of your entry.**

Guidance Notes ≪

Source of Funds

Please clearly identify the application for research funding associated with this ethics application. This will ensure that awarded research funds can be made available to you once this ethics application receives approval.

Section 2.2 lists the sources of all research funding applications that have been submitted by the PI and Co-Investigators on this study. To identify the research funding application/award associated with this study select the applicable box(es) below.

If the research funding application/award associated with this study is not listed below, please enter those details in question 2.3.

2.2.

Research Funding Application/Award Associated with the study:

Add

UBC Number	Title	Funding PI	Sponsor
There are no items to display			

2.3.

Please click "Add" to enter the details for the research funding application/award associated with this study that is not listed in section 2.2.

Research Funding Application/Award Associated with the study not listed in section 2.2:

Add

2. STUDY DATES AND FUNDING - ANIMAL CARE COMMITTEE

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Guidance Notes «

* 2.1.a

Start Date:

01 February 2016

?	**February, 2016**	×
« ▾	‹ ▾ Today › ▾	» ▾

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29						

Select date

* 2.1 b

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Add

<< Back   Save | Exit | Hide/Show Errors | Print... | Jump To: 3. Animal Information & Type of Animal Review ▾   Continue >>

3. ANIMAL INFORMATION & TYPE OF ANIMAL REVIEW - ANIMAL CARE COMMITTEE

3.1.   Guidance Notes «

Please provide the names of **at least two** Emergency Personnel with **24 hour contact information** by selecting "Add". To delete someone from the list, mark the box next to his or her name and select "Delete". To view additional contact numbers for that person, select the "edit" button beside his or her last name.

[Add]

Last Name First Name Department / Division Contact Number
There are no items to display

* 3.2.

Please select which of the following Canadian Council on Animal Care (CCAC) keywords that apply to your study using the "Add" button to view the list. If these do not apply to your study, please select Not Applicable from the list. To delete a keyword from your list, select the box next to the keyword and hit "Remove".

[Add]

Keywords
There are no items to display

* 3.3.   Guidance Notes «

Purpose of Animal Use:

Name

○ 0

○ 1   **You will encounter questions where**
             you must click "Add" to select an item
○ 2   **from an established list.**

○ 3

○ 4

○ 5
Clear

* 3.4.   Guidance Notes «

Please select type of application

Type of Application

<< Back   Save | Exit | Hide/Show Errors | Print... | Jump To: [3. Animal Information & Type of Animal Review ▼]   Continue >>

3. ANIMAL INFORMATION & TYPE OF ANIMAL REVIEW - ANIMAL CARE COMMITTEE

3.1.

Please provide the names of **at least two** Emergency Personnel with **24 hour contact information** by s...
"Delete". To view additional contact numbers for that person, select the "edit" button beside his or her la...

[Add]

Last Name First Name Department / Division Contact Number
There are no items to display

* 3.2.

Please select which of the following Canadian Council on Animal Care (CCAC) keywords that apply to your ...
Not Applicable from the list. To delete a keyword from your list, select the box next to the keyword and hit...

[Add]

Keywords
There are no items to display

* 3.3.

Purpose of Animal Use:
  Name
○ 0
○ 1
○ 2
○ 3
○ 4
○ 5
  Clear

* 3.4.

Please select type of application
  Type of Application

Select A-CCAC Keywords - Mozilla Firefox

sandbox.rise.ubc.ca/sandbox/CommonAdministration/Choosers/Entity/CustomDataType/Selec

Select A-CCAC Keywords

Please select Find to view the full list of CCAC Keywords and select which keywords apply to your study.

[   ] [Find]

Option 1: Leave the field blank and click "Find" for the complete list.

Option 2: Search for the first letter of the CCAC.

[OK] [Cancel]

Guidance Notes «

<< Back | Save | Exit | Hide/Show Errors | Print... | Jump To: 3. Animal Information & Type of Animal Review ▾ | Continue >>

3. ANIMAL INFORMATION & TYPE OF ANIMAL REVIEW - ANIMAL CARE COMMITTEE

3.1.

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[Add]

Last Name	First Name	Department / Division	Contact Number

There are no items to display

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Please select which of the following Canadian Council on Animal Care (CCAC) keywords that apply to your...
Not Applicable from the list. To delete a keyword from your list, select the box next to the keyword and hit...

[Add]

Keywords
There are no items to display

* 3.3.

Purpose of Animal Use:

Name
- ○ 0
- ○ 1
- ○ 2
- ○ 3
- ○ 4
- ○ 5

Clear

* 3.4.

Please select type of application

Type of Application

Guidance Notes «

Select A-CCAC Keywords - Mozilla Firefox

sandbox.rise.ubc.ca/sandbox/CommonAdministration/Choosers/Entity/CustomDataType/Selec

- ☐ Blood Sampling, Blood Collection
- ☐ Breeding – new genetically modified animals
- ☐ Breeding, Breeding Colony, Sentinel Program
- ☐ Cannulation/Catherization
- ☐ Drug Exposure/Chemical Exposure/Toxicity/Tolerated Dosing
- ☐ Food Deprivation, Water Deprivation, Special Diets
- ☐ Freunds Complete/Incomplete Adjuvant
- ☐ Genetically modified animal
- ☐ Immunogenic or Inflammatory Agents
- ☐ Implants
- ☐ Infections Agents
- ☐ Laproscopy
- ☐ Major Surgery
- ☐ Maternal deprivation, aggression, predatory-prey interactions
- ☑ Minor Surgery
- ☐ Multiple Surgeries
- ☐ Neuromuscular Blocking Agents
- ☐ Non-recovery surgery
- ☐ Noxious stimuli exposure

Total Selected: 1 ⊲ ◁ 1-25 of 38 ▷ ▷|

Select one or more options.

Click "Ok" to add your selection.

[OK] [Cancel]

The University of British Columbia
a place of mind

Edit: Animal Care - A16-0002

<< Back   Save | Exit | Hide/Show Errors | Print... | Jump To: 3. Animal Information & Type of Animal Review ▾   Continue >>

3. ANIMAL INFORMATION & TYPE OF ANIMAL REVIEW - ANIMAL CARE COMMITTEE

3.1.   Guidance Notes ≪

Please provide the names of **at least two** Emergency Personnel with **24 hour contact information** by selecting "Add". To delete someone from the list, mark the box next to his or her name and select "Delete". To view additional contact numbers for that person, select the "edit" button beside his or her last name.

[Add]

Last Name First Name Department / Division Contact Number
There are no items to display

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Please select which of the following Canadian Council on Animal Care (CCAC) keywords that apply to your study using the "Add" button to view the list. If these do not apply to your study, please select Not Applicable from the list. To delete a keyword from your list, select the box next to the keyword and hit "Remove".

[Add]

Keywords
Minor Surgery   [Remove]

The selected options will be listed.

* 3.3.   Guidance Notes ≪

Purpose of Animal Use:

Name
○ 0
○ 1
○ 2
○ 3
○ 4
○ 5
   Clear

* 3.4.   Guidance Notes ≪

Please select type of application
Type of Application

○ 1

○ 2

○ 3

○ 4

○ 5

   Clear

---

* 3.4.

Please select type of application

Type of Application

○ Research

○ Breeding

○ Teaching

◉ Pilot Project

   Clear

3.5. If this application is a renewal/continuation ~~of a previous~~ ... ~~study~~ and attach a brief progress report.

* 3.5.a

Is this application a renewal/continuation of a previous study?

○ Yes ○ No *Clear*

3.5.b

Application number from previous study:

[   ]

3.5.c

Please select "Add" button to attach a progress report for the previous study:

[Add]

Title
There are no items to display

Select the appropriate type of application by clicking the radio button to the left.

To save information on each view as you are working, especially if you are working on the view for a long period of time, select the "Save" button located at the top OR bottom of the view in the blue bar. Your work on each view will automatically be saved once you hit the "Continue" button.

<< Back   Save | Exit | Hide/Show Errors | Print... | Jump To: 4. Animal Information, Procedures, Justification ▼   Continue >>

View 4 collects animal information, procedures and justification.

4. ANIMAL INFORMATION, PROCEDURES, JUSTIFICATION - ANIMAL CARE COMMITTEE

* **4.1.a.**

Objectives of Research

Research Applications: Describe how you would explain to a non-scientist, the aim, specific objective(s) and potential value of your study with respect to human or animal health, the advancement of knowledge or the good of society. Briefly describe the relationship of the animal studies to the overall objectives of your research. Please DO NOT exceed 500 words.

Teaching Applications: State why animals must be used in the laboratory/project. If alternatives to animals are available, indicate why they cannot be used in this instance.

This section is meant for the general public and does have the potential of being released to the public. Define the problem being addressed in the proposed animal studies in a context that someone in the general public would understand.

* **4.1.b.**

As well, please briefly describe in simple language the procedure(s) performed so that the Community Members reviewing this section understand what is being done to the animals. Please do not submit the abstract from your funding application. The summary should provide the requested information in lay terms, so that someone who is unfamiliar with your work will be able to appreciate what you do. Please do NOT exceed 500 words.

This section is used by the lay members of the Committee to help them understand what is acutally being done to the animals under the protocol. This section also has the potential to be released to the public. A general description of the animal work should be provided in simple language suitable for a general audience.

Please attach documents if required for objectives of research by selecting "Add".

[Add]

Title
There are no items to display

4.2.

Alternatives to animal use. What alternatives to the use of live animals have been considered? What reasons did you have for rejecting them? If specific alternatives do not exist, this should be stated or justified appropriately.

In this section, the user should explain why animals must be used and indicate if there are suitable alternatives available. If alternatives to animals are available, indicate why they cannot be used in this study.

For suggestions on alternatives please view:
http://threers.ccac.ca/en/alternatives/replacement_remplacement.html

5. ANIMAL MONITORING - ANIMAL CARE COMMITTEE

View 5 collects information about animal monitoring.

5.1.

Guidance Notes ≪

Please specify FOR EACH STUDY/SURGERY/PROCEDURE:

1. what specific clinical signs or objective parameters will be monitored to assess animal health
2. the frequency (number of times per day) and duration (number of days) that animals will be monitored

Please specify whether monitoring is conducted by study team members, facility staff or both. If monitoring is not necessary/applicable, this should be stated and explained.

For Categories of Invasiveness D & E and a subset of C, monitoring records are required. Please attach monitoring/scoring records that are to be filled out during the study. These should include humane endpoints.

[Add]

name	description
There are no items to display	

5.2.

Guidance Notes ≪

Describe each experimental endpoint for the studies described in this protocol. The explanation should incorporate time and/or condition (such as tumour size or time point following treatment). Death of the animal is not an acceptable endpoint. Experimental endpoints need to be specified for each study or procedure.
Please also indicate the MAXIMUM AGE of the animals at Experimental Endpoint (e.g. in weeks, months or years).

6. DRUGS/CHEMICALS/HAZARDOUS MATERIALS - ANIMAL CARE COMMITTEE

6.1.

ANAESTHETIC/SEDATIVES. Please select "Add" to enter. To delete an item from the list below, select the box next to the drug and hit "Delete".

[Add]

Name of Drug	Other	Dosage	Volume	Route
There are no items to display				

View 6 collects drugs/chemicals/hazardous materials information.

The anaesthetic regime to be employed should be explained in detail to permit the independent assessment of its efficacy. Dosages are important since there is considerable variation between species used in research and there may be contraindications to the uses of certain drugs in some species. Supplementary drugs for analgesia, control of infection etc. should be similarly detailed.

6.2.

ANALGESICS and ANTI-INFLAMMATORY AGENTS. Please select "Add" to enter. To delete an item from the list below, select the box next to the drug and hit "Delete".

[Add]

Name of Drug	Other	Dosage	Volume	Route
There are no items to display				

Give dosages, frequency, routes of administration, and duration. Name the person(s) who will administer the care for each category.

6.3.

ANTIBIOTICS. Please select "Add" to enter. To delete an item from the list below, select the box next to the drug and hit "Delete".

[Add]

Name of Drug	Other	Dosage	Volume	Route
There are no items to display				

6.4.

OTHER DRUGS, CHEMICALS, BIOHAZARDOUS MATERIALS AND RADIOISOTOPES. Please select "Add" to enter. To delete an item from the list below, select the box next to the drug and hit "Delete".

[Add]

Name of Drug	Other	Dosage	Volume	Route
There are no items to display				

Give dosages, routes of administration, and duration. Name the person(s) who will administer the care. If experimental drug is proprietary, provide class of drug.

6.5.

What are the expected side effects of the compounds listed in 6.4 when given at the doses indicated? Identify toxicities that have been identified in the species being studied. If side effects in the animal species that you are using is not known then indicate this; however provide toxicity information that is known in other species if available. As a result of toxicities and/or anticipated toxicities will these animals require special care? If so, please indicate who will provide it and make sure this information is captured in the monitoring process.

You do not need to provide this information for anaesthetics/sedatives, analgesics/anti-inflammatory agents, and antibiotics.

<< Back   Save | Exit | Hide/Show Errors | Print... | Jump To: 7. Peer Review Required ▾   Continue >>

7. PEER REVIEW REQUIRED - ANIMAL CARE COMMITTEE

View 7 collects documents to be peer reviewed.

7.1.

This application will require Peer Review as the study is a Research or Pilot Project application and also unfunded, internally funded, or industry funded. Please select "Add" to attach a short scientific summary below to send for Peer Review. Please read guidance notes on the right hand side for specific instructions.

Add

Name	Version
There are no items to display	

This application will require Peer Review as the study is a Research or Pilot Project application that is unfunded, internally funded, or industry funded. Please select "Add" to attach a detailed scientific summary that will be sent for External Peer Review assessing scientific merit. This abstract should be independent of the animal protocol; which will be assessed by UBC's ACC. This summary must, therefore, provide a good idea of the research problem being addressed, the hypothesis being tested, the experimental goals and the experimental approach, with specific emphasis on those studies requiring the use of animals.

To save information on each view as you are working, especially if you are working on the view for a long period of time, select the "Save" button located at the top OR bottom of the view in the blue bar. Your work on each view will automatically be saved once you hit the "Continue" button.

8. SIGNATURES AND FINAL PAGE - ANIMAL CARE COMMITTEE

[Help]

* *Please confirm that all associates listed on this study have read and agreed to comply with this study.*
○ Yes   ○ No   Clear

* *If SOPs have been attached or referenced in this application, please confirm that all team members listed in sections 1.3, 1.4, and 1.5 have read the SOPs and they understand, accept and agree to follow the methodological procedures described in those SOPs.*
○ Yes   ○ No   Clear

* *Please confirm that all study team members are aware that Post-Approval Monitoring, including laboratory visits/viewings, are an important regulatory requirement that the University of British Columbia must meet. Continued protocol approval and renewal are subject to full cooperation with the PAM process and achieving compliance in a timely manner.*
○ Yes   ○ No   Clear

You have reached the end of the Animal Care Application.

OPTIONS

1) submit application (PI only) - click the "Continue" button and "Submit application" on the next page. **NOTE: the "Submit application" button is only visible to the PI.**

2) work on this application later - click the "Continue" button. Your application will be in "Pre Submission" and saved in your inbox.

Hit "Continue" to save and close the application – You will automatically be taken to the Study Homepage.

Current State

To track the status of your application through the approval process, refer to the "Current State" box or the state diagram.

Pre Submission

Activities

Pre-Submission → Dept. Review → ACC Review → Approved

Changes Required ← Changes / Provisos Required
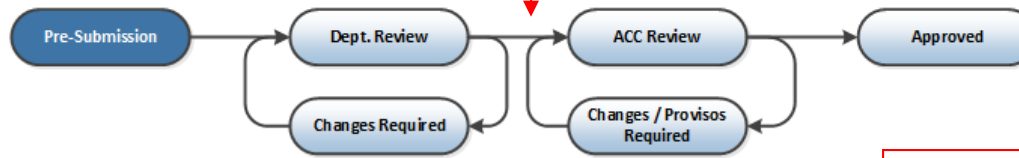
(A16-0002) Pilot Project

Your Study Nickname.

Principal Investigator:	Prinz Apple	**Department:**
Primary Contact:		**Department Approver:**
Type of Study:	Animal	**Type of Animal Application:** Pilot Project
Meeting Type:		**Meeting Date & Time:** -
Version:		**Highest Category of Invasiveness:** C

Edit Application

PI SUBMIT APPLICATION

PI&S Permanently Inactivate

PI Copy Application

Viewing/Printing

Application - Review/Print

Return to My Home

A system-generated Study ID Number.

Correspondence	Provisos

Select an activity on the left from the "I would like to ..." options to view the application or execute other activities. Below you will find the correspondence related to your Animal Care Application. The Activity column below displays the state changes of this application. Any additional information entered during the state change will show up as text under the activity. Clicking the activity will give you more details about the activity.

Filter by [Activity ▾] [_____] [Go] [Clear] Advanced

No data to display.

Help

... > ... > Pilot Project

Current State

> **Pre Submission**

Activities

- Edit Application
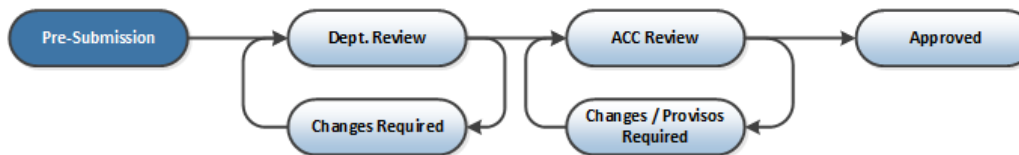- PI   SUBMIT APPLICATION
- PI&S   Permanently Inactivate
- PI   Copy Application

Activities that you may perform.

Viewing/Printing

Application - Review/Print

> **Return to My Home**

(A16-0002) Pilot Project

Principal Investigator:	Prinz Apple	Department:	
Primary Contact:		Department Approver:	
Type of Study:	Animal	Type of Animal Application:	Pilot Project
Meeting Type:		Meeting Date & Time:	-
Version:	0 . 0	Highest Category of Invasiveness:	C

As the state of your application is "Pre Submission", your application is still open for any edits you may want to make – click on the "Edit Application" button to go back into the application.

Correspondence	Provisos

Select an activity on the left from the "I would like to ..." options to view the application or execute other activities. Below you will find the correspondence related to your Animal Care Application. The Activity column below displays the state changes of this application. Any additional information entered during the state change will show up as text under the activity. Clicking the activity will give you more details about the activity.

Filter by ⊘   Activity ▾   [Go] [Clear] Advanced

No data to display.

The University of British Columbia
a place of mind

Prinz Apple | My Home | Logoff

Current State

Pre Submission

Activities

Edit Application

PI   SUBMIT APPLICATION

PI&S   Permanently Inactivate

PI   Copy Application

Viewing/Printing

Application - Review/Print

Return to My Home

Pre-Submission → Dept. Review → ACC Review → Approved

Changes Required ← → Changes / Provisos Required

(A16-0002) Pilot Project

Principal Investigator:	Prinz Apple	**Department:**
Primary Contact:		**Department Approver:**
Type of Study:		**Type of Animal Application:** Pilot Project

Click to submit your new application for review.

Meeting Type:		**Meeting Date & Time:** -
Version:	0 . 0	**Highest Category of Invasiveness:** C

Correspondence | Provisos

Select an activity on the left from the "I would like to ..." options to view the application or execute other activities. Below you will find the correspondence related to your Animal Care Application. The Activity column below displays the state changes of this application. Any additional information entered during the state change will show up as text under the activity. Clicking the activity will give you more details about the activity.

Filter by ⓘ Activity ▾ [   ] Go Clear Advanced

No data to display.

... > ... > Pilot Project

Current State

Pre Submission

Pre-Submission

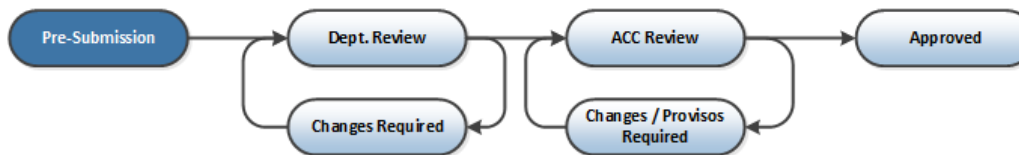**Activities**

Edit Application

PI SUBMIT APPLICATION

PI&S Permanently Inactivate

PI Copy Application

Viewing/Printing

Application - Review/Print

Return to My Home

(A16-0002) Pilot

Principal Investigator:
Primary Contact:
Type of Study:

Meeting Type:
Version:

Correspondence   Provis

Select an activity on the left
your Animal Care Application
will show up as text under t

Filter by ❓ Activity

Execute "Submit Application" on A16-0002 - Mozilla Firefox

sandbox.rise.ubc.ca/sandbox/ResourceAdministration/Activity/form?ActivityType=com.webridge.entity.Entity[OID[8D415F71A36

Submit Application

Departmental Approval

Listed below are the signing authorities that can approve this application, based on your appointment(s). Please select from the list which signing authority you would like your application sent to for approval. **If you have a UBC and a hospital appointment, the application must be sent to the UBC department for approval.** If an appointment is not showing, please update your profile by clicking here.

Medicine, Department of ▼

Select the appropriate department for the review and approval of your application.

Declaration:

I, the Principal Investigator, assure that all animals and invertebrates used in this proposal will be cared for in accordance with the principles promulgated by the Canadian Council on Animal Care and the University of British Columbia. I agree to emergency veterinary care by the University Veterinarians if there is evidence of pain or illness. As well, all people using animals under my direction have been trained to use appropriate methods and have read and agreed to comply with this application.

If you have finished filling out your application, select OK to submit the application. After you select OK you will no longer be able to edit the application. You will receive email when approval is granted or refused, changes are required, or provisos are requested.

Agreeing to the declaration above by selecting OK to submit is equivalent to your signature.

Once you submit this application, the department selected above will be notified.

If you are not ready to submit your application, click **Cancel**.

Click "Ok" to send your application.

OK   Cancel

Current State

Department Review

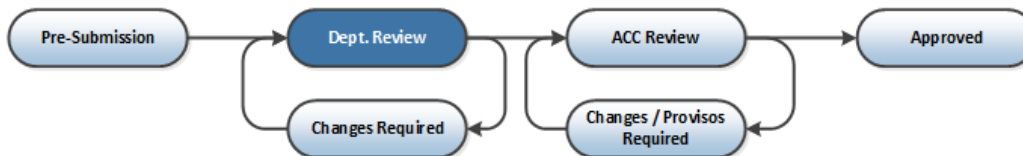**Activities**

PI&S   Permanently Inactivate

PI   Copy Application

Viewing/Printing

Application - Full

Application - Review/Print

Return to My Home

(A16-0002) Pilot Project

Principal Investigator: Prinz Apple   Department: Medicine, Department of

Primary Contact: Status: Committee Approved

Type of Study:

Meeting Type: Meeting Date / Time:

Version: 0 . 1   Highest Category of   C
                                                              Invasiveness:

Notice the state of your application is now "Department Review" and your application is awaiting approval from the head of your department. If you notice a delay, please contact your Department Head. The Committee will not receive the application until it is approved by your Department Head.

Correspondence | Provisos

Select an activity on the left from the "I would like to ..." options to view the application or execute other activities. Below you will find the correspondence related to your Animal Care Application. The Activity column below displays the state changes of this application. Any additional information entered during the state change will show up as text under the activity. Clicking the activity will give you more details about the activity.

Filter by ⊘ | Activity ▼ | | Go | Clear | Advanced

	Activity	Author	☑ Activity Date
PI	Submitted Application	Apple, Prinz	08/01/2016 14:35

All your activities and comments can be viewed under the Correspondence tab.

Current State

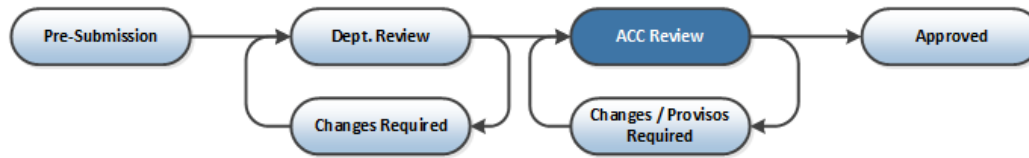ACC Staff Screening

Activities

PI&S Permanently Inactivate

PI Copy Application

Viewing/Printing

Application - Full

Application - Review/Print

Return to My Home

Pre-Submission → Dept. Review → ACC Review → Approved

Changes Required → Changes / Provisos Required

(A16-0002) Pilot Project

After the Department Head approval, the application will change to "ACC Staff Screening". At this point the Committee will review the application.

Medicine, Department of

Department Head

Pilot Project

Meeting Type:		**Meeting Date & Time:** -
Version:	0 . 1	**Highest Category of Invasiveness:** C

Correspondence | Requested Changes

Select an activity on the left from the "I would like to ..." options to view the application or execute other activities. Below you will find the correspondence related to your Animal Care Application. The Activity column below displays the state changes of this application. Any additional information entered during the state change will show up as text under the activity. Clicking the activity will give you more details about the activity.

Filter by ⓘ [Activity ▼] [   ] [Go] [Clear] Advanced

	Activity	Author	⊟ Activity Date
PI	**Submitted Application**	Apple, Prinz	08/01/2016 14:35

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Prinz Apple | My Home | Logoff

Help

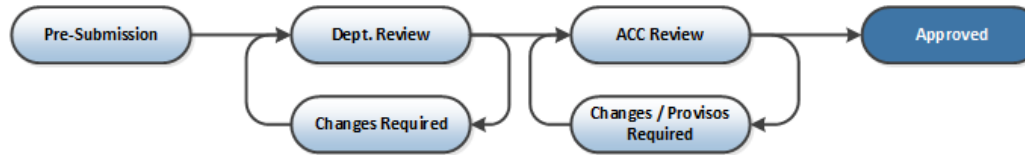**Current State**

Approved

I would like to create....

A New Amendment

R New Renewal/Terminate

Activities

PI Copy Application

Viewing/Printing

Application - Full

Application - Review/Print

Pre-Submission → Dept. Review → ACC Review → Approved

Dept. Review → Changes Required

ACC Review → Changes / Provisos Required

(A16-0002) Pilot Project

Principal Investigator: Prinz Apple

After the review , the application might be approved.

Department/Division: Medicine, Department of

Type of Study: Animal   **Type of Animal Application:**   Pilot Project

Original Date Approved: **Start Date:**   01 February 2016

Last Date Approved: **Expiration Date:**

Current Approval Certificate: **Version:**   0 . 1

Highest Category of Invasiveness: C

| Correspondence | Amendments | Renewals | Activities Log |

Select an activity on the left from the "I would like to ..." options to execute various activities. Below you will find the correspondence related to your Animal Care Application. The Activity below displays the state changes of this application. Any additional information entered during the state change will show up as text under the activity. Clicking the activity will give you more details about the activity.

Filter by ⊘ Activity ▼ [   ] [Go] [Clear] Advanced

	Activity	Author	▼ Activity Date
PI	Submitted Application	Apple, Prinz	08/01/2016 14:35