

Saint Mary's University Animal Care Committee Animal Welfare Incident Report Form

Confidential

Please note: In accordance with the SMU ACC Policy for Reporting Animal Welfare Incidents, an Animal Welfare Incident Report Form must be submitted electronically to the Animal Care Coordinator if an unexpected incident results in mortality and/or compromises $\geq 20\%$ of the population, or is above the baseline mortality outlined, justified, and approved in the animal use protocol. The SMU Consulting Veterinarian must be notified within 24 hours of the incident. If you are unsure whether an incident requires formal reporting, please consult the SMU ACC Policy for Reporting Animal Welfare Incidents, or contact animalcare@smu.ca.

Incident Reported By _____ Position/Title _____

Protocol # _____ Date(s) and time(s) over which the incident occurred: _____

Date of Report

Has the SMU Consulting Veterinarian been notified? N/A No Yes

I. Animals Affected

List the number and species of animals involved in the incident. If animals were affected in different ways, you can have more than one row per species:

Total Number	Species	Describe how animals were affected

II. Full Description of the Incident

Describe exactly the events leading up to the incident (if known), location of the incident, conditions contributing to the incident (if known), what occurred that warrants the use of an incident report form, etc. Attach additional sheets if needed.

- A) Cause (if known) or predicted cause of sickness or death. If cause of incident not known, clarify what will need to be done to determine this

III. Immediate Corrective Action

Was any immediate corrective action required? Yes No

If **Yes** what was done, and by whom? Please clearly describe how these actions help to mitigate the conditions causing the incident.

IV. Future Corrective Action Plan

- A) Further actions or tests to be performed (beyond those completed in III):

By whom?

- B) Recommendations for further corrective measures to be implemented (e.g., changes to SOPs).

By clicking the **Email Submit** button below, I certify that all the information given here to be accurate and true and that all necessary actions have been taken as per the SMU ACC Policy for Submitting Animal Incident Reports. I also acknowledge that this report will be filed with the applicable Animal Use Protocol.

Email Submit

For Office Use Only

Date Incident Reported to
ACC

Yes N

Action Required by the

Outcome of Follow-up