
STANDARD OPERATING PROCEDURE

TITLE: NHP Cage Cleaning and Item Removal Procedures from the Non Human Primate Module, West Valley Building, University of Western Ontario

SOP NO.: WV 110-01

REVISION:

EFF. DATE: DRAFT

SUPERSEDES:

APPROVALS

Prepared by (print name): Wilma Lagerwerf Dept.: _____

Signature: _____ Date: _____

Reviewed by (print name): _____ Dept.: _____

Signature: _____ Date: _____

Approved by (print name): _____ Dept.: _____

Signature: _____ Date: _____

1.0 PURPOSE

1.1 To outline the cage and exercise pen cleaning and disinfection routines for the Non Human Primate Module (NHPM) West valley Building, University of Western Ontario

2.0 SCOPE

2.1 This SOP applies to all approved, regular full time personnel in the Non-Human Primate Module (NHPM) West Valley Building, UWO.

3.0 RESPONSIBILITIES

3.1 ACVS STAFF

3.1.1 Responsible for all cage and exercise pen cage cleaning for NHPM holding rooms 32, 37,38,39,40,41,42,43, 43A, Please refer to **Attachment A for map of the NHPM**

3.1.2 Perform cleaning as per 4.0

3.2 RESEARCH STAFF

3.2.1 Perform cleaning for post surgical patients

3.2.2 Per 4.0 as required by circumstance

4.0 PROCEDURE

4.1 Daily cleaning of stainless steel home cages

4.1.1 Each cage has the litter in the extreta tray cleaned once daily

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- 4.1.2 Release the securing mechanism for the excreta tray beneath the main cage
- 4.1.3 Slide excreta tray out far enough to allow removal of dirty alpha chip shavings with a dust pan into the designated garbage container.
- 4.1.4 Fill the tray with fresh alpha chip shavings
- 4.1.5 Slide the tray back beneath the animal's cage.
- 4.1.6 Secure the tray (locks, tabs or other devices dependant on the cage in question)
- 4.2 **Weekly Cleaning stainless steel home cages.**
 - 4.2.1 Each home cage and intra-cage environmental enrichment devices will be washed weekly in the rack cage washer located in room 2, West Valley Building
 - 4.2.2 Each cage occupant must be safely and securely transferred as per SOP WV 607 *Cage to cage Transfer of Non Human Primates(NHP's), Primate NHPM, West Valley Building, UWO*
 - 4.2.3 Once dirty cage is empty, release the securing mechanism for the excretia tray beneath the main cage
 - 4.2.4 Slide excretia tray out far enough to allow removal of dirty litter with a dust pan into the designated garbage container.
 - 4.2.5 Follow 4.1.2 to 4.2.4 for the stainless steel tray beneath the cage
 - 4.2.6 Remove any uneaten food material and place in designated garbage
 - 4.2.7 Disconnect the automatic watering line form the back of the home cage. Open the drain valve at the back and bottom of the cage and drain out the water within the line. Shut the valve once empty. Please refer to *SOP XXX Operation and Maintenance of the Edstrom Automatic Watering System, NHPM, West Valley Building, UWO*
 - 4.2.8 If water bottles are being used such as on post surgical cages, remove them and leave within the cage for disinfection, to be followed by cage washing .
 - 4.2.9 Leave toys within the cage for disinfection prior to washing
 - 4.2.10 Check that all Non Human primates within the room, are secured and locked within their cages prior to opening the wire anteroom door (shark cage)
 - 4.2.11 Please refer to *SOP XXX Operation and Maintenance of the Power Pal 1000* for moving the home cages. Using the Power Pal 1000, roll dirty cage into the anteroom and shut and lock the shark cage door behind you. Open the room door and manoeuvre the home cage

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to the chemical decontamination room 45.

- 4.2.12 Disengage the Power Pal 1000 and roll the cage into the decontamination area
 - 4.2.13 Close the shower curtains and apply rubber apron, goggles and fitted waterproof Niosh mask. Using the Hydrochem chemical dispensing station pre wash and decontaminate the cage with approved disinfectant. Let sit for a minimum of 10 minutes
 - 4.2.14 Roll the cage out of room 45 and into airlock TA-7
 - 4.2.15 Notify ACVS staff member outside the NHPM unit to remove the cage from TA-7 to hallway TA-4 for immediate transport to cagewash in Room 2, West Valley building Refer to *SOP XXX Operation and Maintenance of the Basil Rack Washer, West Valley Building, UWO*
 - 4.2.16 Following cage washing, grease the wheels with either the grease gun (Baxter cages, Suburban Surgical , LGL ,Hartford cages and ACME cages), or syringe (Primate Products) using Darina Premium Multi Purpose Grease.
 - 4.2.17 Repeat 4.2.2 to 4.2.14 for each cage required to be cleaned.
- 4.3 **Daily Cleaning of the Exercise Pens**
- 4.3.1 All exercise pen padlocks will be checked daily at the time of daily AM feeding and auto watering check.
- 4.4 **Weekly Cleaning of the Exercise Pens**
- 4.4.1 A complete change of bedding and power wash of exercise pens is required weekly, or between change of primate occupants Refer to SOP WV 603 *Transfer of Non Human Primates(NHP's) To and From Exercise Pens, Primate NHPM, West Valley Building, UWO* It is usual (but not necessary) to change home cages in the room at the same time so the room is empty and power washed at the same time as the exercise pens
 - 4.4.2 Disconnect the auto watering and open the sliding door to the exercise pen. Shovel dirty straw into designated garbage Sweep when shovelling is done.
 - 4.4.3 Repeat 4.4.2 for second exercise pen
 - 4.4.4 Power wash the exercise pens with the Hydrochem station or the portable powerwasher using a **1/128 dilution** of Quatricide PV 15. Wait a minimum of 10 minutes and rinse.
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- 4.4.5 Squeegee excess water to the trench drains. Flush the trench drains by pressing the wall button, followed by the wall button for the square drain. Ensure the trap is clear and free of straw and bedding when finished the final drain flush.
 - 4.4.6 Add fresh straw to the exercise pens, and include shredded paper is available. Sprinkle bedding with food such as seeds, raisins and cereal for foraging
 - 4.4.7 Add in extra environmental enrichment devices
 - 4.4.8 Secure sliding door and padlock. Double check all padlocks on the entire exercise pen before proceeding
 - 4.4.9 Connect auto watering hose to the nipple on the sliding door, then check water flow with designated tool
 - 4.4.10 Proceed to primate transfer into each of the exercise pens as per SOP WV 603 *Transfer of Non Human Primates(NHP's) To and From Exercise Pens, Primate NHPM, West Valley Building*
- 4.5 **Equipment and Item Chemical Disinfection and Removal from the NHPM**
- 4.5.1 All items that leave the NHPM must be chemically decontaminated in the decontamination room 45 prior to transfer through airlock TA-7, autoclaved out through autoclave room 50A. In the case of electronic equipment and sensitive items a certified external source company will be hired to gas sterilize equipment out of the NHPM
 - 4.5.2 Wheelbarrows, cages, environmental enrichment devices, garbage, tools, physical plant items or anything unable to be autoclaved safely will be decontaminated with an approved disinfectant, which is currently **1.128 dilution of Quatracide PV 15.**
 - 4.5.3 The approved disinfectant is automatically dispensed in the right concentration through hoses from the Hyrdochem stations located in all holding rooms 32, 37, 38, 39, 40, 41, 42 an 43A, as well as decontamination room 45.
 - 4.5.4 An Individual spray bottle of approved disinfectant is located in room 30C to decontaminate small items
 - 4.5.5 All items chemically decontaminated must be cleaned prior to disinfection , followed by a 10 minute wait for the disinfection process to be effective
 - 4.5.6 Items are then placed in Airlock TA-7.
 - 4.5.7 Decontaminated Items can only be removed from the clean hallway TA-4 by personnel who have exited the NHPM as per SOP WV600 *Entry , Egress and Protective Clothing Requirements For Work Within the Non-Human Primate Module, West Valley Building,*
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University of Western Ontario, OR SOP WV 605- Entry, Egress and Protective Clothing requirements, Physical Plant Employees and Other Trades people, Non-Human Primate Module, West Valley Building, University of Western Ontario

4.6 Equipment and Item Autoclave Disinfection and Removal from the NHPM

- 4.6.1 All items that leave the NHPM must be chemically decontaminated in the decontamination room 45 prior to transfer through airlock TA-7, or autoclaved out through autoclave room 50A. In the case of electronic equipment and sensitive items a certified external source company will be hired to gas sterilize equipment out of the NHPM,
- 4.6.2 Autoclave room 50A is SHARED with the Pregnant Sheep Module located to the east of the NHPM. Please refer to Attachment A for a site map to understand the location and relationship of decontamination room 45 (NHPM) , decontamination room 50 (PSM) and autoclave room 50 between them
- 4.6.3 Autoclave room 50 has an integrated security interlocking system that controls access from either side based on timed release after occupancy from either direction.
- 4.6.4 Prepare items for autoclaving and enter room 45, clean your boots and apply a clean outer pair of gloves
- 4.6.5 The door to Room 50 will not open if currently occupied by PSM staff and for approximately 10 minutes afterwards to ensure a complete fresh air exchange. An “ Occupied “ sign will be lit at ceiling level if this is the case
- 4.6.6 Open th door with your security card and proceed to load the autoclave. Please refer to **SOP XXX *Operation and Maintenance of Steris Autoclave XXX***,
- 4.6.7 Ensure you leave room 50A clean and free of items from the NHPM prior to exit
- 4.6.8 Swipe you security card , enter room 45 and exit.
- 4.6.9 Decontaminated items can only be removed from the autoclave from the clean hallway TA-4 by personnel who have exited the NHPM as per SOP WV600 *Entry , Egress and Protective Clothing Requirements For Work Within the Non-Human Primate Module, West Valley Building, University of Western Ontario, OR SOP WV 605- Entry, Egress and Protective Clothing requirements, Physical Plant Employees and Other Trades people, Non-Human Primate Module, West Valley Building, University of Western Ontario*

5.0 HEALTH & SAFETY

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- 5.1 Nonhuman primates (NHP's) present hazards related to naturally occurring zoonotic organisms which may be transmitted to humans. People also transmit zoonotic agents to NHP's. NHP's also present unique hazards due to their intelligence, manual dexterity, strength and speed . Please refer to SOP WV611-02 “ *Safety and Animal Handling Procedures for NonHuman Primates (NHP's) Non Human Primate Module, West Valley Building, UWO*
- 5.2 Direct contact with NHP's requires in depth training on risks and standard operating procedures, participation in a surveillance health program as well as documented proof of training and security clearance monitored by the facility manager. Please refer to SOP WV169 “ *Non Human Primate Approval Policy, West Valley Building, UWO.*
- 5.3 All approved personnel must be enrolled, approved and monitored in the animal handlers medical surveillance program through workplace health, UWO
- 5.4 NHP housing facilities at West Valley , UWO are designed and operated at the standards required by Health Canada and Canadian Food Inspection Agency

6.0 REVISION HISTORY

Revision	Reason(s) for Revision	Initiated by
	New	Wilma Lagerwerf

7.0 REFERENCES / ASSOCIATED MATERIALS

8.0 ATTACHMENTS

- 8.1 Map of NHPM, West Valley Building, UWO