

ACVS RATES & SERVICES

Effective May 1, 2025

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1.0 General Information About Rates

What are the Types of Rates Charged by ACVS?

The current rate structure includes Per Diem Rates, Animal Setup Fees, Charges for Special Services and the costs and fees associated with Animal Procurement.

What is a Per Diem Rate?

The **per diem** rate refers to the daily **direct operating cost** for the housing, husbandry and care of animals used for research, within ACVS managed facilities (see list page 4). These **direct operating costs** include the associated labor, supplies, materials, and services required to provide “**Standard Care**” for animal care and veterinary services, as...

- Required by Provincial and Federal Regulators and/or as
- Directed by ACVS Veterinarians and as
- Applied through ACVS Standard Operating Procedures (SOPs) and Guidelines

...but exclude those costs which **directly support research AUP requirements or expected outcomes**.

Do the Per Diem Rates cover all the costs of Animal Care and Veterinary Services?

No. Western University and affiliated institutes subsidize a significant part of the total animal care and veterinary services costs. This includes subsidizing a portion of the per diem rates, all indirect operating costs, and the full cost of the compliance program (see page 4).

Why aren't all the costs recovered by the Per Diem Rates?

Western University and its affiliates are committed to research excellence and aim to support their members by facilitating research and teaching activities. Contributions from Central Administration of the university, various faculties and affiliated institutes provide ACVS with financial support to keep the costs charged to individual researchers at levels competitive with other universities.

What is included in Per Diem Rates?

In general, the cost of labor associated with providing a team of animal care and veterinary professionals comprises 80-85% of the *per diem* rate. The remaining 15-20% of the total *per diem* rate covers supplies, materials, and services.

Per Diem rates vary based on several parameters including the species of animal, the type of housing and the containment level.

Included in Per Diem Rates

Daily Health Monitoring and Animal Husbandry: Daily animal health observations, welfare assessments and reporting, provision of water and food, room level verifications of appropriate environmental parameters, inspect and maintain functionality of equipment, maintain supply inventory, room level cleaning.

Cage Changes: Cage processing and preparation; cage change, cage/rack sanitary rotations, equipment disassembly/inspection/replacement, and sterilization. The frequency of cage changing is determined by the type of caging and ventilation system.

Environmental Enrichment: Materials for the enrichment of the primary enclosure or basic animal diet to ensure species specific comfort and behavior.

Sick Animal Response (SAR): Response to sick animals and the formulation of treatment plans commensurate with their condition. Includes all initially required therapy, diagnostic testing, and topical medications (e.g., skin solutions/ointments, eye flushing and ointments, subcutaneous non-prescription fluids).

Veterinary and Veterinary Technician Care: Daily clinical care performed by Veterinarians and Veterinary Technicians ensuring the health and welfare of research animals; communication of findings and recommendations to research teams.

Emergency Veterinary Care: Veterinarian on-call and call-in services (24 hours a day / 7 days a week)

Colony Health Monitoring Program: Health surveillance and individual animal health programs (including scheduled physical examinations) and other methods to monitor animal colony health and maintain healthy research animals. Monitoring, control, and containment of disease outbreak.

Personal Protective Equipment (PPE): The management and provision of disposable (e.g., head covers, shoe covers, gloves) and reusable PPE (e.g., scrubs, lab coats, gowns, linens, goggles, face shields) for ACVS staff, in accordance with Western University policies, CCAC standards, and Ministry of Labor Regulations to protect both staff health and safety, and animal colony health.

Waste Management: Disposal of general and biohazardous wastes. Animal carcass disposal services. Decontamination protocols for ACVS managed equipment and facilities.

Staff Supervision, Training, Development and Recruitment: As related to all items above

Standard Operating Procedures (SOPs): Development and management of SOPs related to all items above

What additional services am I receiving which are not included in the Per Diem Rates?

In addition to the supplies and services included in the per diem rate, there are a substantial number of other services which are provided **at no charge**.

Indirect Operating Costs

Facilities and Equipment (ACVS Managed*): Provision for managing existing facilities and planning for capital investment in infrastructure, renovations, and new facilities. Inspections, certifications, maintenance, and preventive maintenance of facilities and equipment (e.g., cage washers, autoclaves, biological safety cabinets). Utilities, janitorial services, environmental and security monitoring systems, service and warranty contracts and execution of repairs/replacements. *Note: Does not include those costs associated with Principal Investigator managed spaces, equipment, or systems.

Occupational Health and Safety: Engineering and administrative controls employed to prevent or limit exposure to hazards whether biological, chemical, or physical in nature such as exposure to laboratory animal allergens, animal bites and scratches, test substances, exposure to anesthetic gases, etc.

Administrative and IT Support: Administrative, hardware and software support for all systems supporting the management of the Animal Ethics and Care Program (AECPP), invoicing for goods and services, budgeting, and financial planning.

Compliance Program

The Animal Ethics and Care Program (AECPP) must comply with regulations and guidelines on animal care and use from multiple regulatory agencies including the Canadian Council on Animal Care (CCAC), the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA), the U.S. Office of Laboratory Animal Welfare (OLAW), the Canadian Food Inspection Agency (CFIA), Department of Fisheries and Oceans (DFO), Health Canada, the Public Health Agency of Canada, and the Ontario Ministry of Labour.

The Animal Ethics and Care Program (AECPP) is jointly administered by the Western Research Executive Director/University Veterinarian, the Lawson Health Research Institute senior leadership, the Animal Care Committee (ACC) Chair, the Office off the ACC, and University Veterinarians. The AECPP deals directly with the regulatory bodies as necessary and assists the university and its affiliated institutes to ensure regulatory compliance, Good Animal Practice (GAP) certification and sustain research funding.

AECPP activities include Animal Use Protocol (AUP) facilitation, ACC site visits, post approval monitoring of research activities, and evaluations and approval of extra vivarium spaces.

AUP Facilitation: Support to researchers during all stages of protocol submission, review, approval, and post-approval monitoring for both new protocols and amendments/renewals to existing protocols. Veterinary review of protocols, assistance with study design/animal care management, ACC review and approval of protocols.

User Training and Orientation: Training of animal users to use animals for experimental purposes. This includes both didactic and hands-on training sessions along with facility orientation.

What Special Services charges may I expect?

Charges related to **Special Services** are invoiced separately to Principal Investigators. Special Services are defined to include...

- Services (time and materials) which ***directly support specific research AUP requirements or expected outcomes*** (e.g., research specific feeding and/or watering regimes, surgical or anesthetic provision by Veterinary Services, collecting samples for genotyping, requested support with experiments, procedures, and studies, etc.)
- “***Non-Standard Care***” (time and materials) which is requested by the Principal Investigator and is ***not included*** in per diem rates for “Standard Care” (e.g., managing inbred or outcross breeding programs, weighing animals, non-standard supplies, etc.)
- Sick Animal Response (SAR) nursing care, technical support, materials, diagnostic testing, all injectable or oral medications/antibiotics, and associated dispensing fees to ***implement treatment plans after initial response***.
- All costs associated with the Procurement of animals until such time they are delivered and received into an ACVS managed facility and released (i.e., out of quarantine) by a veterinarian into daily ***Standard Care***.

What is the billing frequency for all charges?

Principal Investigators are invoiced monthly for all services including per diems. Valid Speed Codes must be provided in advance of all services provided. ACVS can provide quotes in advance for funding applications or agreements with external sponsors prior to the initiation of a defined project.

Who do I work with to set up externally sponsored research collaborations or service agreements involving animals?

For information on external sponsor agreements, rates and services please contact...

Caroline Calmettes

Director, Research Contracts & Agreements
Western Research, Western University
SSB 5150, 1393 Western Road
London, Ontario N6G 1G9
ccalmett@uwo.ca / 519.661.2111 ext. 80120
<https://www.uwo.ca/research/services/contract.html>

What are the facilities in which ACVS manages animal housing?

Health Sciences Animal Care Facility, West Valley Building, and the Robarts Animal Care Facility.

2.0 Per Diem Rates

Please contact acleaders@uwo.ca for per diem rates for species not listed below.

SPECIES	CAGING TYPE	PER CAGE POPULATION LIMIT	PER DIEM RATE PER CAGE
MOUSE	SHOEBOX CONVENTIONAL	MAX 4 ADULTS OR 1♀/1♂ WITH LITTER	\$0.97
MOUSE	COLONY CONVENTIONAL	MAX 10 ADULTS OR 2♀/1♂ WITH LITTER	\$1.30
MOUSE	MICRO ISOLATOR STERILE	MAX 4 ADULTS OR 1♀/1♂ WITH LITTER	\$1.55
MOUSE	COLONY MICRO ISOLATOR STERILE	MAX 10 ADULTS OR 2♀/1♂ WITH LITTER	\$2.07
MOUSE	VENTILATED RACK STERILE	MAX 4 ADULTS OR 1♀/1♂ WITH LITTER INCLUDES BREEDING SERVICES	\$1.30
RAT	SHOEBOX CONVENTIONAL	6 WEANLINGS <150G OR 3 ADOLESCENTS <300G OR 2 YOUNG ADULTS <450G OR 1 MATURE ADULT >450G OR 1♀ WITH LITTER <1 WEEK	\$1.22
RAT	COLONY CONVENTIONAL	SHOEBOX BUT WITH DOUBLE POPULATIONS BASED ON LARGER CAGE SIZE OR MANDATORY FOR 1♀ WITH LITTER >1 WK OR RECOMMENDED FOR 2 MATURE ADULTS >450G	\$1.91
RAT	MICRO ISOLATOR STERILE	6 WEANLINGS <150G OR 3 ADOLESCENTS <300G OR 2 YOUNG ADULTS <450G OR 1 MATURE ADULT >450G OR 1♀ WITH LITTER <1 WEEK	\$3.04
RAT	COLONY VENTILATED RACK STERILE	SHOEBOX BUT WITH DOUBLE POPULATIONS BASED ON LARGER CAGE SIZE OR MANDATORY FOR 1♀ WITH LITTER >1 WK OR RECOMMENDED FOR 2 MATURE ADULTS >450G	\$2.81

SPECIES	PER DIEM RATE PER ANIMAL	SPECIES	PER DIEM RATE PER ANIMAL
GUINEA PIG	\$4.34	CYNOMOLGUS	\$19.05
HAMSTER	\$3.28	MARMOSET > 12 MTHS	\$5.08
PIG	\$34.59	MARMOSET < 12 MTHS	\$0.00
RABBIT	\$32.65	RHESUS	\$19.05

3.0 Animal Setup Fees

Setup fees are a one-time fee for adding all new animals, including inter-facility transfers, commercial and non-commercial purchases, and newly weaned pups to the census database.

Please contact acleaders@uwo.ca for setup fees for species not listed below.

SPECIES	SETUP FEE PER ANIMAL
GUINEA PIG	\$1.66
HAMSTER	\$1.46
MOUSE	\$1.46
NHP	\$35.15
PIG	\$36.56
RABBIT	\$5.92
RAT	\$1.66

4.0 Animal Care Special Services Rates

4.1 Labour Services

Non-Standard Husbandry Services

These represent “*non-standard care*” services that are not included in per diems and are requested on an “as needed” basis.

- Urine Glucose Testing
- Intra-ACVS Animal Transfers
- Weighing
- Monitoring Post-Experimental Animals and/or Associated Record Keeping
- Other Animal Housing Room Based Procedures.

Non-Standard Husbandry Services are invoiced at **\$54.74** per hour (a 1-hour minimum applies)

Separation of Rodents

Fighting Animals – This occurs most often amongst mice and rats. Fighting animals may require separation into individual cages, for the purpose of animal welfare, if strategies for mitigation fail. This situation can be avoided if rodents, especially males, are housed with the

same littermates from time of weaning or arrival until a study is completed. Changing “roommates” can spark fierce fighting and often leads to serious injuries. Any strains exhibiting aggressive behaviour upon arrival or weaning will be separated into either pairs or three per cage rather than standard numbers/cage.

Double Litters (Pups on Pups) – Litters will be separated immediately

Overcrowding of Cages – Animals will be separated after 24 hours of notification to a lab of this condition if no action by the lab is taken.

Separation of Rodents is invoiced at **\$54.74** per hour (a 1-hour minimum applies)

Contracted Services

These represent “*non-standard care*” services that are not included in per diems and are contracted for an ongoing and regularly scheduled basis. Contracted Services must be arranged in advance by contacting acleaders@uwo.ca. Contracted Services are invoiced at **\$54.74** per hour and will be invoiced based on 15-minute increments. Examples include...

- Research Specific Feeding and Watering Regimes
- Weighing
- Collecting Samples for Genotyping (Ear/Tail)
- Monitoring Post-Experimental Animals and/or Associated Record Keeping

Breeding Management Services

Researchers who manage their own breeding programs are expected to monitor, record, and perform breeding, births and weaning at the appropriate times. This includes maintaining room records, as well as completing cage card information.

Animal Care offers Contracted Breeding Management Services that can be arranged in advance by contacting acleaders@uwo.ca. Contracted Breeding Management Services are invoiced at **\$73.37** per hour and will be invoiced based on 15-minute increments.

Non-Contracted Breeding Management Services that are required to maintain researcher colonies are invoiced at **\$73.37** per hour invoiced based on a minimum of one hour.

Area-Specific Training Services

Provision of Area-Specific Training (e.g., barriers, hazard, large animal areas, etc.) for all new users will be invoiced at **\$54.74** per hour (a minimum half hour plus 15-minute increments apply). A half hour will be invoiced for all instances where individuals miss their scheduled training session.

Other Services

These represent “*non-standard*” services that are not included in per diems and are requested on an “as needed” basis. Examples include...

- Cage Washing
- Autoclaving
- Specialized Training
- Carcass Disposal (based on the species, size, and appropriate disposal method)

Costs are based on the labour and supplies required for the scope of work. Animal Care Staff Labour Rates will apply. Supply costs will be determined as below. Please contact acleaders@uwo.ca for quotes.

Animal Care Staff Labour Rates

Weekdays (Regular Hours)

- **\$54.74** per hour

Weekends and After Hours

Overtime: **\$82.11** per hour. This rate will be applied when Labour Services require Animal Care Staff to extend their normally scheduled working hours.

Overtime Call-In: This rate will be applied when Labour Services require Animal Care Staff to come in to work specifically to perform a service. A minimum 3-hour overtime rate per person will be charged (**\$246.33**). All subsequent hours will be charged at the Overtime rate per hour.

4.2 Supplies

Special Husbandry Supplies

These represent “*non-standard care*” supplies that are not included in per diems and are requested on an “as needed” basis. Examples include...

- Animal Transfer Boxes
- Barrier PPE and Cleaning Supplies (Used by PIs)
- Special Bedding
- Special Environmental Enrichment
- Special Food

Special Husbandry Supply costs are based on their ‘landed cost,’ which includes supplier prices, transportation costs, applicable taxes, foreign exchange rates and brokerage fees.

In addition, **5.7%** administrative fee will be applied to the landed cost. Example: Supply Cost = \$100 Landed Cost + \$5.70 Administrative Fee (5.7% x \$100). Total \$105.70.

Please contact acleaders@uwo.ca for quotes.

Breeding Program Supplies

ACVS can provide a variety of products for researchers who maintain their own breeding programs. Products are available that can help with strains that are more difficult to breed, prone to fighting, or require assistance in prompting appetite.

Breeding Program Supply costs are based on their ‘landed cost,’ which includes supplier prices, transportation costs, ancillary fees, applicable taxes, foreign exchange rates and brokerage fees.

In addition, a **5.7%** administrative fee will be applied to the landed cost. Example: Supply Cost = \$100 Landed Cost + \$5.70 Administrative Fee (5.7% x \$100). Total \$105.70.

Please contact acleaders@uwo.ca for quotes.

4.3 Hazardous Materials and Personal Protective Equipment (PPE)

Advance Institutional Approvals

Holders of an Animal Use Protocol are responsible to ensure that all associated safety components (i.e., biosafety, radiation safety, chemical and general laboratory safety) comply with institutional safety standards and that all necessary approvals have been obtained in advance of any animal procurement and use in animal-based research. Please consult directly with...

- Your institutional Safety Officer regarding OH&S approvals, and
- The applicable Animal Care Facilities Manager to arrange housing and staff training.

A study involving hazardous materials may not commence until all safety procedures and risks in the animal room are addressed and staff training – both research and facility – are completed.

Respirator Fitting

Fitted NIOSH Respirators are required for Level 2 studies. All personnel involved with Level 2 studies must be fitted for a respirator by Occupational Health and Safety. Supervisors must ensure their staff and students are appropriately equipped with fitted NIOSH respirators. ACVS will supply the remaining required PPE as indicated below for a fee.

Advance Housing Setup Requirements

Please note that researchers are also responsible to work directly with the applicable Animal Care Facilities Manager, or designate, to ensure appropriate hazard signage is applied to all cages, rooms and areas containing hazards.

Please contact acleaders@uwo.ca to secure appropriate housing rooms, discuss operational details and arrange staff training.

While within ACVS managed facilities, all research staff members are expected to adhere to facility and institutional standard operating procedures relating to hazards administration.

Advance Notice Requirement for Hazards Administration Within ACVS Managed Facilities

To ensure the appropriate animal housing type as well as PPE and procedures for Animal Care staff, the Hazardous Agents Administration Notification web form

https://www.uwo.ca/animal-research/secured/hazardous_agents_notification_form.html

must be submitted a minimum of 3 business days in advance of the administration of any hazardous agent, material, drug, or device (e.g., Tamoxifen, Brdu, STZ).

Please refrain from hazards administration until the Animal Care Facilities Manager or designate authorizes hazards administration via an email reply.

Projects involving ongoing hazard administration may request an annual setup and review of their room requirements; in these instances, only one form submission may be required per year.

Hazard Room Fees

The following fees will apply to assess and implement safety measures to mitigate risks involving hazards used in animals housed within ACVS managed facilities...

Fees for All Projects Requiring Hazard Rooms

- **Hazard Room Use Maintenance Fee: \$49.85** per month. Includes the initial and annual assessment of all documentation (AUP, OH&S hazard forms, MSDS's), hazard signage review and preparation, BSC certification, HEPA filter replacement, and office supplies used. This fee is applied as a flat rate for any room use during each month.
- **Hazard Agent Use Request Form Administration Fee: \$54.74** per hour and will be invoiced based on 15-minute increments. Includes the initial administrative of the hazard form assessment, documentation, hazard signage review and preparation.
- **Hazard Room Training: \$54.74** per hour and will be invoiced based on 30-minute increments. Includes room specific SOP training provided by Animal Care Staff.

Additional Fees for Projects Involving Biohazards and Other Hazards Requiring Decontamination Procedures

- **Decontamination Fee – \$54.74** per hour and will be invoiced based on 30-minute increments. As required by OH&ES, it includes equipment and/or room decontamination during and/or following use of hazards in animals housed within any ACVS managed facilities, as required by OH&S.

Barrier Room Personal Protective Equipment (PPE) and Containment Supplies Fee

Barrier room Personal Protective Equipment (PPE) (e.g., Tyveks, bonnets, N-95 masks, gloves, etc.) and other containment supplies are not included in per diems. These costs are invoiced directly to all barrier room users, prorated by animal care day usage.

Barrier Room PPE and Containment Supply costs are based on their full 'landed cost,' which includes supplier prices, transportation, applicable taxes, exchange rates and brokerage fees.

In addition, a **5.7%** administrative fee will be applied to the landed cost. Example: Supply Cost = \$100 Full Landed Cost + \$5.70 Administrative Fee (5.7% x \$100). Total \$105.70.

5.0 Animal Procurement

5.1 Animal Procurement from Commercial Suppliers

Please note that all commercially sourced animals must be on an approved AUP prior to ordering.

Ordering Instructions

Principal Investigators must submit all commercial animal orders via the current AECP Operating System (i.e., eSirius) by **11.59p.m. each Monday** including university or statutory holidays. Orders will be processed on **Tuesdays** for delivery the following week (providing vendor availability). Any orders submitted after this deadline will be processed the following week.

Delivery Instructions

A weekly animal delivery schedule is posted by **Friday** each week on the main bulletin board of the Medical Sciences Building Animal Care Main Office (MSB510).

Except for animals housed within the West Valley Breeding Barrier, Principal Investigators are solely responsible for verifying that animal orders have arrived and are correct. Notification of any issues must be made within 24 hours of delivery of the order to an ACVS managed facility as most suppliers have a 3-day window for reporting discrepancies.

Please contact acvs@uwo.ca for approved commercial suppliers, order information, shipment, and delivery status or to advise of order issues.

Animal Landed Cost and Administrative Fee

Animal Procurement Costs are based on the 'landed cost,' which includes supplier prices, packaging charges, transportation costs, ancillary fees, applicable taxes, foreign exchange rates and brokerage fees.

The landed cost may also include per diems in instances where suppliers must hold animals pending release for shipment.

In addition, a **5.7%** administrative fee will be applied to the landed cost. Example: Animal Purchase Costs = \$100 Full Landed Cost + \$5.70 Administrative Fee (5.7% x \$100). Total \$105.70.

After-Hours Arrival Fee

The receipt of animal deliveries outside of regularly scheduled business hours (after 4 p.m. and before 8 a.m. Monday to Friday) is subject to a minimum 3-hour overtime fee per ACVS personnel (**\$246.33**).

5.2 Animal Procurement from Non-Commercial Suppliers

Please note that all non-commercially sourced (e.g., private labs, other universities, etc.) animals must be on an approved AUP prior to ordering.

Ordering Instructions

Principal Investigators must submit all non-commercial animal orders via the current AECP Operating System (i.e., eSirius) by **11.59p.m. each Monday** including university or statutory holidays. Orders will be processed on **Tuesdays**. ACVS will arrange and manage the delivery schedule with the supplier.

Except for animals housed in the Inclusion and West Valley Breeding Barrier (colonies managed by ACVS), Principal Investigators are solely responsible for verifying that animal orders have arrived and are correct. Notification of any issues must be made within 24 hours of delivery of the order to an ACVS managed facility.

Please contact acvs@uwo.ca for approved non-commercial suppliers, order information, shipment, and delivery status or to advise of order issues.

Non-Commercial Order Setup Fee

A setup fee of **\$239.95** will apply to all non-commercial animal orders received into ACVS managed facilities.

Non-Commercial Order Testing for Release from Quarantine

Sentinel testing is mandatory prior to the release of non-commercially sourced animals from quarantine. Other quarantine procedures may apply based on the health status of incoming animals and at the discretion of ACVS.

Testing and other quarantine related costs are based on their 'landed cost,' which includes supplier prices, lab fees, ancillary fees, applicable taxes, and foreign exchange rates.

In addition, a **5.7%** administrative fee will be applied to the landed cost. Example: Testing Cost = \$100 Landed Cost + \$5.70 Administrative Fee (5.7% x \$100). Total \$105.70.

5.3 Animal Shipments from ACVS Managed Facilities

Administrative Fees

Canadian Domestic Shipments

In addition to actual shipping and regulatory costs, an administrative fee of **\$255.00** will apply to all outbound animal orders from ACVS managed facilities to non-commercial facilities within Canada.

North American Shipments

In addition to actual shipping and regulatory costs, an administrative fee of **\$481.00** will apply to all outbound animal orders from ACVS managed facilities to non-commercial facilities within the United States and Mexico.

International Shipments

In addition to actual shipping and regulatory costs, an administrative fee of **\$600.00** will apply to all outbound animal orders from ACVS managed facilities to international non-commercial facilities (outside of North America).

Please contact acleaders@uwo.ca for further details.

6.0 Veterinary Services Special Services Rates

Veterinary Services provides a wide range of clinical and consultative services to individuals involved in animal-based research. If a lab does not have the time or the expertise to undertake complicated surgical or technical procedures, Veterinary Services may be able to assist. In addition, Veterinary Services is available to assume all aspects of an experimental protocol.

Veterinarians are an excellent resource and are available for consultations to discuss topics that include, but are not limited to, anesthetic and analgesic regimes, animal models, surgical methods, etc. There is no charge for this service.

It is recommended that Principal Investigators, technicians, and other research staff take advantage of this service prior to the submission of invasive animal use protocols. The veterinarian will attempt to identify issues which may arise during the review process and the execution of the experimental protocol.

6.1 Labour Services

Contracted Services

These represent “*non-standard care*” services that are not included in per diems and are contracted for on an ongoing and scheduled basis. Contracted Services must be arranged in advance by completing and submitting the online requisition form entitled *Rent-a-Tech/Rent-a-Vet Services* found on our website. Costs are based on the labour and supplies required for the scope of work. Contracted Services are invoiced at **\$61.46** per hour and will be invoiced based on 15-minute increments. Examples include...

- Sample collection (blood, tissue, etc.)
- Substance administration
- Providing treatments
- Pre- and post-operative care and monitoring with associated record keeping
- Anesthesia

Veterinary Services Staff Labour Rates will apply. Supply costs will be determined as below. Please contact vetervices@uwo.ca for quotes.

Registered Veterinary Technician (RVT) Labour Rates

Weekdays (Regular Hours)

- Rates as stated above

Weekends and After Hours

Overtime: **\$92.19** per hour. This rate will be applied when Labour Services require Veterinary Services Staff to extend their normal scheduled working hours.

Overtime Call-In: This rate will be applied when Labour Services require Veterinary Services Staff to come in to work specifically to perform a service. A minimum 3-hour overtime rate per person will be charged (**\$276.57**).

Veterinarian (DVM) Labour Rates

These represent “*non-standard care*” services that are not included in per diems and are contracted for surgical expertise in an experimental protocol. This excludes surgical repairs related to a Sick Animal Response (SAR).

Contracted Services involving veterinarians must be arranged in advance by completing and submitting the online requisition form entitled *Rent-a-Tech/Rent-a-Vet Services* found on our website. Costs are based on the labour and supplies required for the scope of work.

Contracted Services are invoiced at **\$135.96** per hour and will be invoiced based on 15-minute increments. Examples include...

- Rat hip implant
- Skin defect surgery
- Animal spay

Contracted Services within the ImPaKT Facility

These represent “*non-standard care*” services that are not included in per diems and are contracted for on an ongoing and scheduled basis. Contracted Services in the ImPaKT facility must be arranged in advance by completing and submitting the online requisition form entitled *Rent-a-Tech/Rent-a-Vet Services* found on our website. Costs are based on the labour and supplies required for the scope of work. Contracted Services are invoiced at **\$67.60** per hour and will be invoiced based on 15-minute increments.

Supply costs will be determined as below. Please contact vetservices@uwo.ca for quotes.

Registered Veterinary Technician (RVT) ImPaKT Labour Rates

Weekdays (Regular Hours)

- Rates as stated above

Weekends and After Hours

Overtime: **\$101.40** per hour. This rate will be applied when Labour Services require Veterinary Services Staff to extend their normal scheduled working hours.

Overtime Call-In: This rate will be applied when Labour Services require Veterinary Services Staff to come in to work specifically to perform a service. A minimum 3-hour overtime rate per person will be charged (**\$304.20**).

6.2 Drugs and Supplies

Veterinary Services maintains an inventory of commonly used veterinary drugs and supplies. Ordering drugs and supplies from ACVS is arranged by completing and submitting the online requisition form entitled *Drugs and Supplies* found on our website. If a requested item is not one commonly stocked, it may be available to order from our regular supplier(s). Items ordered are charged directly to the Principal Investigator's Speed Code.

Items are sold based on their 'landed cost,' which includes supplier prices, transportation costs, ancillary fees, applicable taxes, foreign exchange rates and brokerage fees.

In addition, a **5.7%** administrative fee will be applied to the total. Example: Supply Cost = \$100 Landed Cost + \$5.70 Administrative Fee (5.7% x \$100). Total \$105.70.

Regular items that are aliquoted and/or require a prescription will incur an additional dispensing fee of **\$12.99**. There will be one regular dispensing fee per order (not per item).

Example: Supply Cost = \$100 Landed Cost + \$12.99 Dispensing Fee (\$112.99) + \$6.44 Administrative Fee (5.7% x \$112.99). Total \$119.43.

Controlled drug fees will be determined as below. For more information regarding drugs and supplies, please contact vetervices@uwo.ca.

Note: Regular aliquoted/prescription items ordered with controlled substances, will be subject to both a regular dispensing fee and a controlled substances dispensing fee of (e.g., Xylazine ordered with Ketamine).

Controlled Substances

To make it convenient for investigators to purchase controlled substances, Animal Care & Veterinary Services holds a dispensing license with Health Canada. The use of controlled substances in research is regulated by Health Canada and requires a Controlled Substance Exemption.

Principal Investigators must complete the *Application Form for an Exemption to Use a Controlled Substance for Scientific Purposes* found on the Health Canada website. Exemptions are protocol, principal investigator, site, and substance specific, so an approved Animal Use Protocol is necessary prior to submitting an application.

Animal Care & Veterinary Services must be listed as the supplier on an exemption to dispense controlled substances to a Principal Investigator. The information required on the exemption application to list ACVS as the supplier is:

[Name of Veterinarian]
Animal Care and Veterinary Services
510 Medical Sciences Building
University of Western Ontario
1151 Richmond Street N
London, Ontario
N6A 5C1
519-661-2111 ext. 86746

Items are sold based on their 'landed cost,' which includes supplier prices, transportation costs, ancillary fees, applicable taxes, foreign exchange rates and brokerage fees.

Controlled drugs will incur a dispensing fee of **\$14.99**. There will be one controlled drug dispensing fee per order (not per item).

In addition, a **5.7%** administrative fee will be applied to the total. Example: Supply Cost = \$100
Landed Cost + \$14.99 Dispensing Fee (\$114.99) + \$6.55 Administrative Fee (5.7% x \$114.99).
Total \$121.54.

Note: Regular aliquoted/prescription items ordered with controlled substances, will be subject to both a regular dispensing fee and a controlled substances dispensing fee (e.g., Xylazine ordered with Ketamine).

For more information regarding controlled drugs, please contact vetservices@uwo.ca.

6.3 Procedure and Operating Rooms

Veterinary Services has procedure rooms, operating rooms, and equipment (anaesthetic, surgical) available for use. These rooms and associated equipment must be reserved using the online requisition form entitled *Procedure Room/Anesthetic machine/OR Booking* found on our website.

There is no fee associated with using a room. All fees are related to the consumables as indicated in the examples below:

- Large Animal Module (LAM) operating room set-up (**\$62.00/each**)
- Procedure room set-up (**\$16.50/each**)
- Anesthetic machine set-up (**\$38.25/machine**)
- Isoflurane and oxygen use (**\$22.50/hour**)
- Equipment usage (**\$37.25/day**)
- Surgical packs (i.e., surgical prep solutions, gauze, eye lube, disposable drapes, surgical PPE) – **Based on actual quantities used**

For more information regarding procedure/operating rooms and associated cost details, please contact vetservices@uwo.ca.