

## Procedures

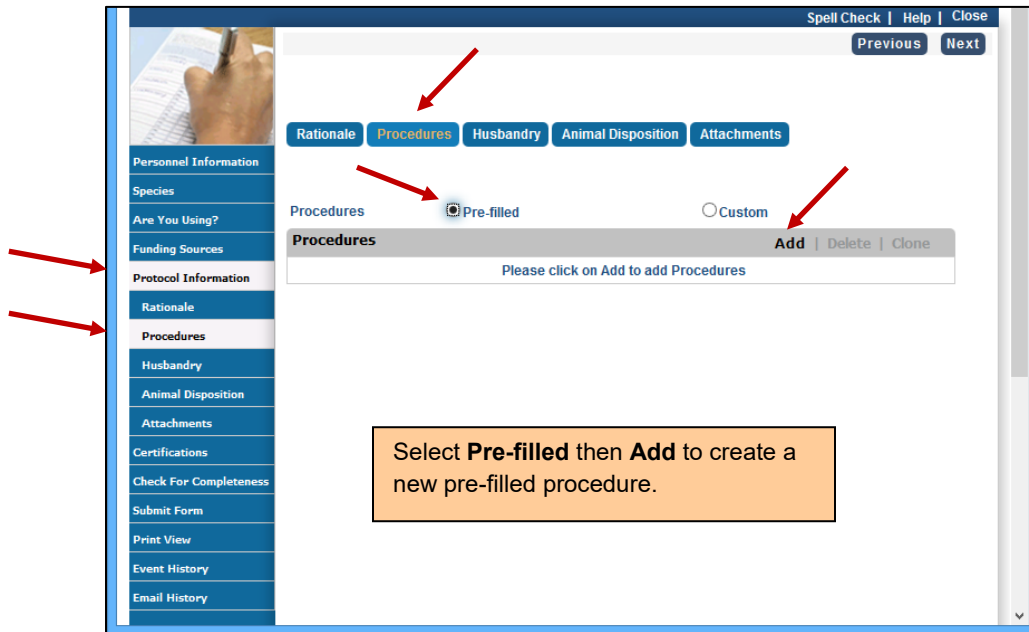
In this section of the protocol you will provide details about all the procedures that will be performed on the animals you are using. You have two options for adding procedures, either [Pre-filled Procedures](#) or [Custom Procedure](#). We also describe how to [Clone a Custom Procedure](#) and provide [General Notes about all Procedures](#) in this Guide. For some types of Custom Procedures, there may be ACUC-approved procedure descriptions available on the web site, <https://olac.berkeley.edu/pre-approved-procedures>.

- 1) **Pre-filled Procedure** are auto-populated with ACUC-approved procedure descriptions and procedural steps. There are several types of Pre-filled Procedures, listed below.

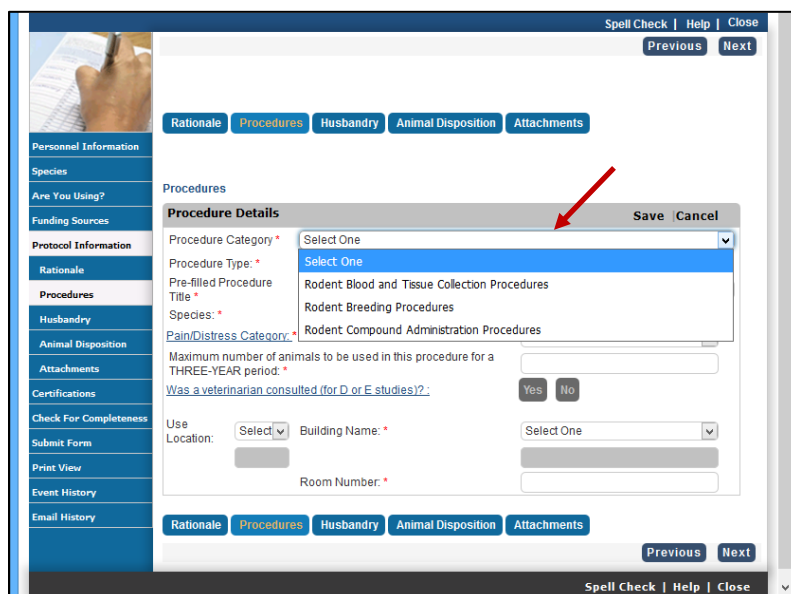
Procedure Category	Procedure Type	Procedure Title
Rodent Breeding Procedures	Identification under Anesthesia	Identification of Anesthetized Mice
	Identification under Anesthesia	Identification of Anesthetized Rats
	Identification	Identification of Conscious Mice
	Identification	Identification of Conscious Rats
Rodent Blood & Tissue Collection Procedures	Blood Collection under Anesthesia	Blood Collection in Anesthetized Mice
	Blood Collection under Anesthesia	Blood Collection in Anesthetized Rats
	Blood Collection	Blood Collection in Conscious Mice
	Blood Collection	Blood Collection in Conscious Rats
	Perfusion	Vascular Perfusion with Fixation and Tissue Collection in Mice
	Perfusion	Vascular Perfusion with Fixation and Tissue Collection in Rats
	Collection of Tissue	Collection of Donor Cells/Tissue in Mice
Rodent Compound Administration Procedures	Compound Administration under Anesthesia	Compound Administration in Anesthetized Mice (ID, RO, HGD)
	Compound Administration under Anesthesia	Compound Administration in Anesthetized Rats (ID, IM, & IV)
	Compound Administration without Anesthesia	Compound Administration in Conscious Mice (PO, SC, IP, IM, IV)
		Compound Administration in Conscious Rats (PO, SC, IP, IM, IV)
	Compound Administration	BrdU, EdU, and/or Tamoxifen Treatment in Mice
	Osmotic Pump	Osmotic Pump Implantation in Mice
	Osmotic Pump	Osmotic Pump Implantation in Rats
Rodent Disease & Immunology Models	Immunization	Immunizations for Antibody Production in Mice
	Hematopoietic Chimerism	Production of Hematopoietic Chimeric Mice
	Skin Grafts	Performing Skin Grafts in Mice
	Tumor Cell Injections	Tumor Cell Injection in Conscious Mice (SC, IP, IV)
	Tumor Cell Injections	Tumor Cell Injection in Conscious Rats (SC, IP, IV)
	Tumor Cell Injections	Tumor Cell Injection in Anesthetized Mice (SC, IP, IV, RO)
	Tumor Cell Injections	Tumor Cell Injection in Anesthetized Rats (SC, IP, IV)

Rodent Surgical Procedures	Stereotaxic compound administration	Stereotaxic Compound Administration in Mice
	Stereotaxic compound administration	Stereotaxic Compound Administration in Rats
Rodent Diagnostic Procedures	Imaging	Imaging Mice (IVIS, Ultrasound, MRI, EchoMRI, & Fluorescence)
	Imaging	Imaging Rats (IVIS, Ultrasound, MRI, & Fluorescence)

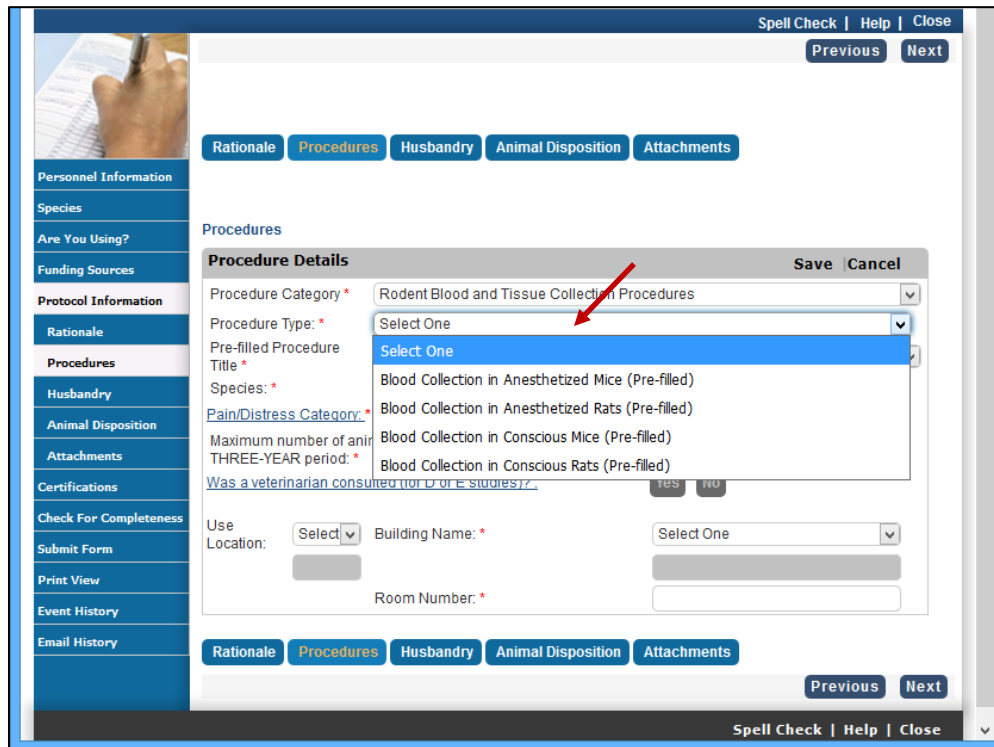
- a. To add a **Pre-filled Procedure** to your protocol, go to the **Protocol Information, Procedures** section of the protocol, select the **Pre-filled** radial button and click **Add**.



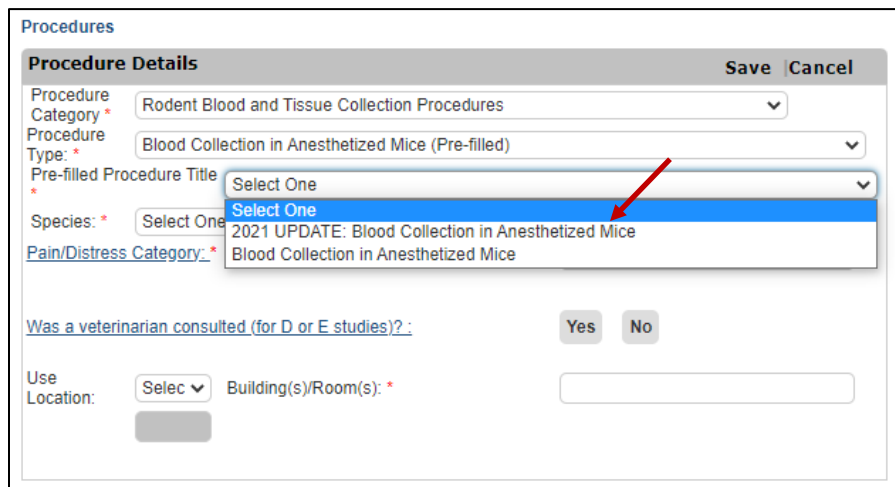
- b. Using the drop-down menu, select the **Procedure Category**, referring to the [table above](#) for guidance:



- c. Using the drop-down menu, select the **Procedure Type**, referring to the [table above](#) for guidance:



- d. Using the drop-down menu, select the **Pre-filled Procedure Title**. Be sure to select a procedure with “2021 UPDATE” in the title. Versions without those words are obsolete.



- e. The **Species** and [Pain/Distress Category](#) will auto-populate based on the procedure. You can edit or change the **Pain/Distress Category** for the procedure, but the **Species** is fixed, depending on the **Procedure Type** you selected.

**Procedures**

**Procedure Details** Save Cancel

Procedure Category \*

Procedure Type \*

Pre-filled Procedure Title \*

Species \*

Pain/Distress Category \*

Was a veterinarian consulted (for D or E studies)? :

Use Location:  Building(s)/Room(s) \*

- f. Complete all the other information on the **Procedure Details**, including the use location and Building(s)/Rooms(s) where procedures will take place. For procedures involving category D or E pain and distress levels, check “Yes”, a veterinarian was consulted (a veterinarian will review the protocol).
- g. Click **Save**. The **Procedure Details** tabs will appear and will need to be completed.
- i. At this time, you can edit the **Pre-filled Procedure Title**. You should do this if you intend to add more than one of the same Pre-filled Procedure Titles.
- h. Carefully read all the instructions under **Procedure Description**. You can edit this information if needed, but keep in mind that existing content has been approved by the ACUC. All changes made will be tracked for reviewers.

Procedure Title \*

Species \*

Pain/Distress Category \*

Was a veterinarian consulted (for D or E studies)? \*  Yes  No

Use Location:  Building(s)/Room(s) \*

**Procedure Description** **Anesthetic Regimen** **Other Agents Utilized**

**Procedure Description**

Instructional Text (do not edit or delete):

Please make sure that your purpose for performing this procedure is fully described below in the section: "How does this procedure fit into or address your overall research goals?"

General blood withdrawal guidelines: Mice have an average circulating blood volume of 72 ml/kg (0.072 ml/g x 25 g mouse = 1.8 ml circulating blood volume for a 25 g adult mouse). 7.5% of the circulating blood volume can be safely removed with a recovery period of 7 days. If blood must be drawn more frequently, it may be divided into several draws, but the total amount withdrawn should not exceed 7.5% of the circulating blood volume per week. If collecting a single sample, you can take up to 10% of circulating blood volume if you allow a 2-week recovery period.

Please check the box and click on Delete for those blood collection methods listed below that you will

Carefully read the instructions under **Procedure Description**. Edit if needed. All changes made are tracked for reviewers.

- i. Under **Procedural Steps**, select the box for those steps or methods you will **NOT** be using and click **Delete**. There can be several methods described, so carefully read all the content.

Procedural Steps		Add	Delete
Step Name	Step Description		
	1. Restrain mouse in rodent restraint apparatus.		
	2. Dilate vessels (heat lamp, warm compress).		
	3. Puncture site with alcohol.		
<input checked="" type="checkbox"/> <a href="#">Lateral tail vein or tail artery</a>	4. Using a 25-27g needle on a 0.5 -1cc syringe, insert the needle, bevel facing up into vessel. Gently pull back on the plunger to avoid collapsing the blood vessel.		
	5. Alternatively, puncture the blood vessel with the needle and allow the blood to drip into a microcentrifuge tube or be collected by capillary action into a blood collection tube.		
	6. Remove needle if utilized and apply pressure to puncture site with a gauze pad until bleeding stops.		
	<b>Potential Adverse Events:</b> Excessive bleeding, hematoma formation, tissue trauma, or infection.		
	1. Scruff mouse by grasping loose skin over the shoulders between thumb and index finger of non-dominant hand.		
	2. Puncture facial vein, located slightly behind the mandible, but in front of the ear canal near the bald patch. Use a 27-29g needle with a 19-25g needle; blood collection correct location.		
<input type="checkbox"/> <a href="#">Facial vein (submandibular)</a>	3. Allow blood to drip into a microcentrifuge or blood collection tube.		
	4. Apply pressure with a gauze pad until bleeding stops.		
	<b>Potential Adverse Events:</b> Depth of the puncture must be controlled or excessive bleeding, entry into the ear canal, entry into the oral cavity, hematoma formation, trauma to the underlying muscles or infection can occur.		
	<b>Note:</b> Hemostasis may take longer than other methods of blood collection.		

- j. To edit the **Step Description**, click on the link to the **Step Name**. **Save** your changes. Keep in mind that the existing content has been approved by the ACUC. Any changes you make will be tracked for reviewers. All changes you make the **Procedure Steps** will be visible once you **Save the Procedure**.

Note: \* denotes mandatory field.

**Procedural Steps**

Step Name: Facial vein (submandibular) Save | Cancel

**B I U S x<sub>e</sub> x<sup>2</sup> I<sub>x</sub> Ω**

**A - A -**

1. Scruff mouse by grasping loose skin over the shoulders between thumb and index finger of non-dominant hand. **YOU CAN EDIT THE PROCEDURAL STEP DESCRIPTION, AND THESE CHANGES WILL BE TRACKED FOR REVIEWERS.**
2. Puncture facial vein, located slightly behind the mandible, but in front of the ear canal near the bald spot or "dimple", in a swift, lancing motion with a 4.0-5.5mm lancet or tip of a 19-25g needle; blood will flow immediately if in the correct location.
3. Collect sample into a pipette via capillary action or allow blood to drip into a microcentrifuge or blood collection tube.
4. Apply pressure with a gauze pad until bleeding stops.

**Potential Adverse Events:** Depth of the puncture must be controlled or excessive bleeding, entry into the ear canal, entry into the oral cavity, hematoma formation, trauma to the underlying muscles or infection can occur.

**Note:** Hemostasis may take longer than other methods of blood collection.

k. Review the auto-populated content in the remaining questions on the **Procedure Description** tab, and be sure to answer the question, **“How does this procedure fit into or address your overall research goals?”**

<p>How does this procedure fit into or address your overall research goals?</p> <p>Please list any clinical effects or changes from the normal health and behavior of an animal which may occur as a result of this procedure. Please see "Potential Adverse Events" listed under the Procedure Description.</p> <p>Describe post procedure monitoring that will be performed. Hemostasis will be verified before returning any animal to their home cage. Mice will be examined immediately following blood collection and, as well as the following day, for general appearance and activity level, as well as potential adverse events based on blood collection method (see above).</p> <p>What criteria will be used to determine if animals exhibiting clinical or behavioral changes should be euthanized? Blood collection amounts and frequency will not exceed stated guidelines. If moribund, or if any other abnormal signs are noted, an OLAC veterinarian will be contacted or the mouse will be euthanized immediately.</p> <p style="text-align: right;"><b>Next</b></p>	<ul style="list-style-type: none"> <li>• Answer the question, <b>“How does this procedure fit into or address your overall research goals?”</b></li> <li>• Review all the auto-populated content in the remaining questions and edit as needed. All changes made will be tracked for reviewers.</li> </ul>
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- i. To save the procedure and keep it open for editing, click the blue **Save Procedure** button within the **Procedure Description**. To save the procedure and close the procedure, click the **Save** link in the grey border

The screenshot shows the 'Procedure Details' form. The 'Save' button is located at the top right of the form, and the 'Save Procedure' button is located at the bottom right. A callout box points to the 'Save' button with the text: "Click **Save** to save and close the procedure." Another callout box points to the 'Save Procedure' button with the text: "Click **Save Procedure** to save and keep the procedure open." The form includes fields for Procedure Category, Procedure Title, Species, Pain/Distress Category, Maximum number of animals, and Location (UC Berkeley, Building Name, Room Number).

- m. **Review all the other procedure details tabs.** There will be auto-populated content in other tabs, depending on the procedure type.




The screenshot shows the 'Procedure Description' section of the form. The 'Anesthetic Regimen' and 'Other Agents Utilized' tabs are highlighted with a red box. A callout box points to these tabs with the text: "Review and complete all other **Procedure Details** tabs." The 'Save Procedure' button is also visible at the bottom right.

- n. If you are using Anesthesia there are several **Anesthetic Agent** options auto-populated. Delete any you will not be using by **clicking on the box** next to the agent and clicking the **Delete** link.

Procedure Description	Anesthetic Regimen	Other Agents Utilized
<b>Anesthetic Regimen</b>		
Parameters that will be monitored during anesthesia (check all that apply):		
<input checked="" type="checkbox"/>	Respiratory Rate	
<input type="checkbox"/>	Heart Rate	
<input type="checkbox"/>	Body Temperature	
<input type="checkbox"/>	Blood Pressure	
<input type="checkbox"/>	Corneal/Palpebral Reflex	
<input checked="" type="checkbox"/>	Pedal Reflex	
<input type="checkbox"/>	Capillary Refill	
<input type="checkbox"/>	PO2	
<input type="checkbox"/>	ETCO2	
<input checked="" type="checkbox"/>	Other (Describe)	
	Skin color or mucous membrane color	
Describe recordkeeping methods during anesthesia. For guidance, please refer the ACUC <a href="#">Recordkeeping Guidelines for Surgical Procedures on Laboratory Animals</a> .		
Stable respiratory rate, lack of pedal reflex, and skin color or mucous membrane color will be monitored during anesthesia and recorded initially, as well as every fifteen minutes if necessary, until the animal has fully recovered. Anesthetic records will be kept in the lab notebook.		

Carefully review **Parameters** that will be monitored. Make edits if needed.

Describe **Anesthetic Recordkeeping Methods**.

Anesthetic Agents			Add	Delete
Agent Name	Dosage (in mg/kg if possible) and volume	Route		
<input type="checkbox"/>  Isoflurane	Induce up to 5%; Maintain 1-3%	Inhalation		
<input type="checkbox"/>  Ketamine hydrochloride	80-100 mg/kg	Intraperito		
<input type="checkbox"/>  Xylazine	10-20 mg/kg	Intraperitoneal (IP)		


Carefully read **Anesthetic Doses**. Edit, Delete or Add as needed.

For guidance, please refer to the ACUC [Guidelines for the Use of Neuromuscular Blocking Drugs in Anesthetized Animals](#).

Paralytic Agents	Add	Delete
Please click on 'Add' to add 'Paralytic Agents'		

Note: Analgesics will be described on the Peri-procedure Care Tab.

Add **Paralytic Agents** or **Other Pre-medications** if used.

Other premedications not already listed above				Add	Delete
Agent Name	Dosage (in mg/kg if possible) and volume	Route	Describe timing, frequency & duration of administration		
<input type="checkbox"/>  Ocular Lubricant	N/A	topical (Topical)	A thin strip of ointment is applied to each eye....		



- o. If any of the **Anesthetic Agents** are controlled substances, you must either have clearance to order and handle the controlled substance yourself, or write that only authorized OLAC personnel will administer the controlled substance.
- p. If you will be administering any material or agent to the animals as a part of this procedure (other than Anesthetic or Analgesics already described), open and complete the **Other Agents Utilized** tab. Any agents that are Hazardous or non-pharmaceutical grade must also be added to the 'Are You Using?' section of the protocol.

Add all materials or agents administered as a part of this procedure.

**Other Agents Utilized**  
 Note: Pharmaceutical grade compounds must be used in animals unless those compounds are not available or are otherwise inappropriate for the aims of the proposed animal use. If proposing to use non-pharmaceutical grade compounds, please complete the appropriate questions on the "Are You Using" section of the protocol. For guidance, please refer to the ACUC policy on [Use of Non-pharmaceutical Grade Compounds](#).

Other Agents Utilized	
Please click on 'Add' to add 'Other Agents Utilized'	

Add | Delete

- q. Once you **save and close** a pre-filled procedure, it will appear on the Procedures list page, and will be identified as a pre-filled procedure:

Spell Check | Help | Close

Previous Next

Rationale **Procedures** Husbandry Animal Disposition Attachments

Personnel Information  
 Species  
 Are You Using?  
 Funding Sources  
 Protocol Information  
 Rationale

Procedures  Pre-filled  Custom

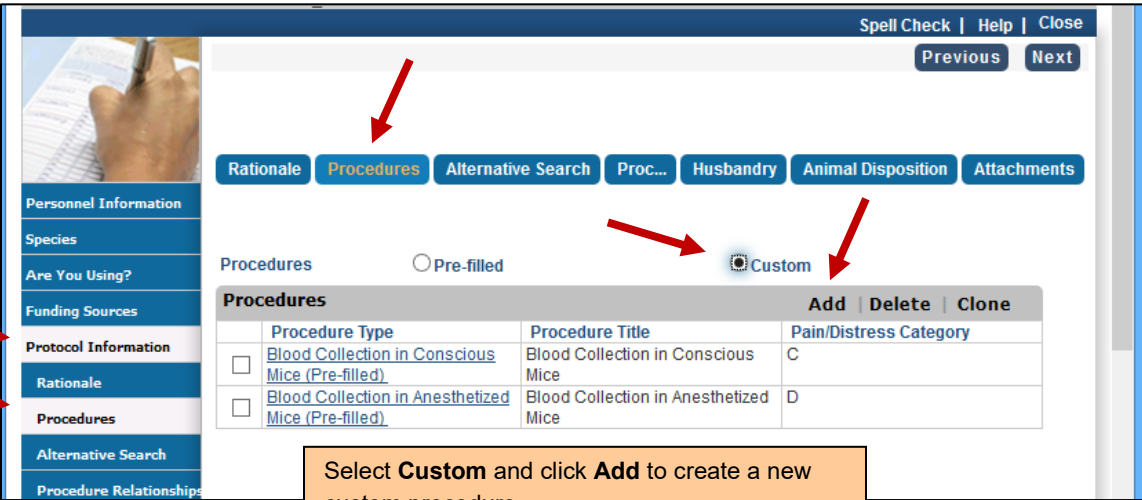
Procedures			Add   Delete   Clone
<input type="checkbox"/>	Procedure Type	Procedure Title	Pain/Distress Category
<input type="checkbox"/>	<a href="#">Blood Collection in Conscious Mice (Pre-filled)</a>	Blood Collection in Conscious Mice	C

- r. **PLEASE NOTE:** The Clone function is not available for Pre-filled Procedures, only for Custom Procedures.

- 2) **Custom Procedures** do not include any auto-populated content. There are several types of custom procedures that you can add, and selecting the correct type of procedure is important since this dictates the questions the Investigator must respond to when describing the procedure. For some types of Custom Procedures, there may be ACUC-approved procedure descriptions available on the web site, <https://olac.berkeley.edu/pre-approved-procedures>. The **Custom Procedure Types** are listed below:

Animal Identification	Infectious Disease Study
Antibody Production	Irradiation/Reconstitution
Behavior Study Assay	Neurobiological Recording
Blood Collection	Nutritional Study
Breeding & Genotyping	Surgery at Vendor
Compound/Drug Administration	Surgical Procedure
Experimental Neoplasia/Tumor Passage	Treadmill/Locomotion
Field Studies	Tissue Collection
Imaging	Other (describe)

- a. To add a custom procedure to your protocol, go the **Protocol Information, Procedures** section of the protocol, select the **Custom** radial button and click on the **Add** link.



Procedures  Pre-filled  Custom

	Procedure Type	Procedure Title	Pain/Distress Category
<input type="checkbox"/>	<a href="#">Blood Collection in Conscious Mice (Pre-filled)</a>	Blood Collection in Conscious Mice	C
<input type="checkbox"/>	<a href="#">Blood Collection in Anesthetized Mice (Pre-filled)</a>	Blood Collection in Anesthetized Mice	D

Add | Delete | Clone

Select **Custom** and click **Add** to create a new custom procedure.

- b. You can also select an existing custom procedure and **Clone** it. Cloning is helpful if you are doing the same procedure on multiple species.
- i. **PLEASE NOTE: The Clone function is not available for Pre-filled Procedures, only for Custom Procedures.**
  - ii. To clone an existing custom procedure, **select the box** next to the procedure you wish to clone and click the **Clone** link (see screen shot below).
  - iii. If you **Clone a procedure**, you will need to give the new procedure a **unique Procedure Title**.

Spell Check | Help | Close  
Previous Next

Rationale **Procedures** Alternative Search Proc... Husbandry Animal Disposition Attachments

Procedures  Pre-filled  Custom

Procedures			Add   Delete   Clone
<input type="checkbox"/>	Procedure Type	Procedure Title	Pain/Distress Category
<input type="checkbox"/>	<a href="#">Blood Collection in Conscious Mice (Pre-filled)</a>	Blood Collection in Conscious Mice	C
<input type="checkbox"/>	<a href="#">Blood Collection in Anesthetized Mice (Pre-filled)</a>	Blood Collection in Anesthetized Mice	D
<input checked="" type="checkbox"/>	<a href="#">Behavior Study Assay</a>	Elevated Plus Maze	C

To **Clone** an existing Custom Procedure, **select it**, then click **Clone**.

c. After you click Add or Clone, a **Procedure Details** section will appear:

Save | Spell Check | Help | Close  
Previous Next

Rationale **Procedures** Alternativ... Husbandry Animal Dis... Attachments

Procedures

**Procedure Details** Save | Cancel

Procedure Type: \* Surgical Procedure

Procedure Title: \* stereotaxic surgery on mice

Species: \* Mouse, Laboratory (D)

Pain/Distress Category: \* D

Maximum number of animals to be used in this procedure for a THREE-YEAR period: \* 30

Was a veterinarian consulted (for D or E studies)? \*  Yes  No

Site: UC Berkeley campus Building Name: \* LSA

Room Number: \* 635

After you click **Add** or **Clone**, a **Procedure Details** section will open.

- a. Select the **Procedure Type** from the drop-down menu, or select **Other** and describe.

The screenshot shows the 'Procedure Details' section of the Berkeley eProtocol IACUC Quick Guide. The 'Procedure Type' dropdown menu is set to 'Surgical Procedure'. The 'Procedure Title' text field contains 'stereotaxic surgery on mice'. A callout box with an orange background and black text says 'Select Procedure Type and type in a distinct Procedure Title.' Another red arrow points to the 'Procedure Title' text field. The form also shows fields for Species (Mouse, Laboratory (D)), Pain/Distress Category (D), Maximum number of animals (30), and Site (UC Berkeley campus, Building Name: LSA, Room Number: 635).

- b. Complete the **Procedure Title**, distinguishing each procedure. For example, if you will be doing several types of Surgical Procedures, use the title to distinguish one surgical procedure from another. This is helpful to both reviewers and researchers, so they can easily drill-down to the details of the different procedures in the protocol.
- c. Select the species from the drop-down menu, which includes all the species you added previously in the **Species** section of the protocol.
- d. The **Pain and Distress Category** automatically selects a default setting based on the Procedure Type selected. You can change the default setting; however, the official Pain and Distress Category will be determined by the ACUC during the review process. The **Pain and Distress Category** is required for regulatory reporting purposes and uses a scale developed by the United States Department of Agriculture (USDA), the agency that administers the Animal Welfare Act Regulations.
- Category B:** Animals that will be bred or purchased for breeding, but not used for experiments. This includes:
    - Breeders
    - Young that cannot be used because of improper genotype or gender
    - Any other animals that will not have any research procedures performed on them or participate in research studies

Note: If tail snips are necessary for genotyping, this category is *not* appropriate.
  - Category C:** Animals that will undergo procedures that involve no or only very brief pain or distress, with no need for or use of pain relieving drugs. Examples include:
    - Observational studies
    - Most intravenous and parenteral injections of non-irritating agents
    - Most blood collections from peripheral vessels
    - Collection of cells and/or tissues from animals after euthanasia has been performed

- iii. **Category D:** Animals that will undergo procedures involving potential pain or distress *that is relieved* by appropriate anesthetics, sedatives, or analgesics. Examples include:
- Major and minor surgery performed under anesthesia (survival or non-survival)
  - Tissue or organ collections prior to euthanasia
  - Painful procedures performed under anesthesia (such as retro-orbital blood collection in rodents)
  - Prolonged restraint accompanied by tranquilizers or sedatives
  - Experiments involving infectious or other hazardous materials in animals that have provisions for immediate euthanasia if they become sick to effectively prevent pain and/or suffering.
- Note: If an endpoint is used that involves significant pain or distress, consideration should be given to putting animals into Category E.
- iv. **Category E:** Animals that will undergo procedures in which pain or stress is NOT relieved with the use of anesthetics, analgesics, tranquilizers, or by euthanasia. Examples include:
- Studies in which animals are allowed to die without intervention (e.g., LD50, mortality as an end-point)
  - Studies that allow endpoints that are painful or stressful
  - Addictive drug withdrawals without treatment
  - Pain research or noxious stimulation
- e. If you have added a Category D or E procedure, you will be asked to certify that you have **consulted with one of the OLAC veterinarians**. Click “Yes” in response to this question.  
*(It is recommended to consult with veterinarians on procedures prior to submission, however, veterinarians review all protocols submitted to the ACUC).*
- f. Complete the **Procedure Site Information**, including the building and room number.
- i. This information is used to determine if the space is approved by the ACUC for the procedure listed and to assist the ACUC in fulfilling its regulatory obligation to inspect all areas where animals are used.
- NOTE: If you change the location where you perform a procedure, you must amend your protocol so the Procedure Site information is up-to-date.**
- ii. If you are conducting field studies, select **Use Location:** “Field Study”, **Building:** “Other”, and type “NA” into the Building(s)/Room(s) field. You will provide more detail about where your field studies are conducted later in the procedure description.
- g. When you have completed all the required **Procedure Details** information, click the **Save** button.
- h. Depending on the **Procedure Type** selected, additional questions will appear in blue tab format under the **Procedure Details**.

Click **Save** to save and **close** the procedure.

Complete each **Procedure Details** tab.

Click **Next** to save and move to the next tab. Click **Save Procedure** to save and keep the procedure **open**.

- i. Complete all required and applicable questions on each tab for each procedure. All questions marked with a red asterisks (\*) must be completed before moving on.
- ii. Click on the **Next** button under the Procedure Detail tabs to save your work and move to the next tab.
- iii. If a question is not applicable, please type "Not Applicable" or "NA" rather than leaving it blank.
- i. Repeat steps 2-11 to add every procedure to your protocol. eProtocol will build a table in the Procedure Section of the Protocol that lists all of your procedures.
  - i. To edit a procedure, click on the **Procedure Type** link.
  - ii. To delete or clone a procedure, select the box next to the procedure and click **Delete** or **Clone**.

To edit, click on the **Procedure Type** link.

Procedures			Add	Delete	Clone
<input type="checkbox"/>	<a href="#">Surgical Procedure</a>	stereotaxic surgery on mice	D		
<input type="checkbox"/>	<a href="#">Breeding &amp; Genotyping</a>	Mouse breeding colony	B		
<input type="checkbox"/>	<a href="#">Breeding &amp; Genotyping</a>	Rat Breeding Colony	B		

To delete or clone, select the box next to the procedure, then click **Delete** or **Clone**.

### 3) General Notes about all procedures:

- a. NAVIGATION TIPS: At this stage of the protocol, there are multiple navigation tools for saving and proceeding.
  - i. The **Next** and **Save** links *below* the blue Procedure Details Tabs save each tab for *that procedure*.
  - ii. The **Save** link *next to* the words, “**Procedure Details**,” will save and close that procedure.
  - iii. The **Next** and **Previous** links at the top right-hand side of the page will save and move you to the next section of the protocol (e.g., Funding Sources or Certifications).
  - iv. The **Save** and **Close** links at the top right-hand side of the page will save and close the protocol itself.

**Save and Close the protocol.** Move to the **Next** or **Previous** section of the protocol

Click **Save** to save and close this procedure.

Click **Next** to save this Procedure Details tab and move to the **next tab** for this procedure. Click **Save Procedure** to save this procedure and keep it open.

- b. If you add more than one procedure, you must complete the **Procedure Relationships** section. This section describes your studies (which consist of multiple procedures), the sequence and timing of the procedures, and **how many and which procedures a single animal will undergo**. See the [eProtocol Quick Guide on Procedure Relationships](#).

- c. If you add a potentially painful or distressful procedure (see [Pain and Distress Category](#), above), you must complete the **Alternatives Search** section, describing in detail how you performed a literature search for alternatives to the procedure. See the [eProtocol Quick Guide on Alternatives Search](#).

If you add a painful/distressful procedure, **Alternative Search** appears. If you add more than one procedure, **Procedure Relationships** appears.

Personnel Information  
Species  
Are You Using?  
Funding Sources  
Protocol Information  
Rationale  
Procedures  
Alternative Search  
Procedure Relationships

spell Check | Help | Close  
Previous Next

Rationale Procedures Alternative Search Proc... Husbandry Animal Disposition Attachments

Procedures

Procedures			Add   Delete   Clone
	Procedure Type	Procedure Title	Pain/Distress Category
<input type="checkbox"/>	<a href="#">Surgical Procedure</a>	stereotaxic surgery on mice	D
<input type="checkbox"/>	<a href="#">Breeding &amp; Genotyping</a>	Mouse breeding colony	B
<input type="checkbox"/>	<a href="#">Breeding &amp; Genotyping</a>	Rat Breeding Colony	B

- d. If you are performing the same procedure on different species, you will need to add a separate procedure for each species.