

Non-Routine Vendor Mouse Importation Information Sheet

1. *What sources are considered non-routine vendors?*

Typically, animals originating from an academic institution or any source other than an approved commercial vendor (Jackson Lab, Charles River, Taconic, Envigo) is considered a non-routine vendor.

2. *How do I request mice from a non-routine vendor?*

To request mice from a non-approved vendor, submit an “Animal Import Form”, which can be found on the Animal Resource website. Link:

<https://redcap.urmc.rochester.edu/redcap/surveys/?s=Y7LL3PT7KN>. Please be sure to complete all requested information to avoid delays in processing your request. Once you have completed the form, DCM staff will request and review necessary health report information from the institution. You will receive an email update when your order has been approved.

3. *What are the costs associated with non-routine vendor mouse quarantine?*

Charges per cage

Per diem: \$1.24/cage/day

Parasite screening: \$69.01/cage

Antiparasitic treatment: \$4/mouse (x2 treatments)

Colony management charges

Administration fee: \$30.00

Inventory of animals on arrival: \$42.54

Twice weekly observation by DCM technicians: \$28.36/week

**Refer to our website for current charges associated with sampling for genotyping and breeding*

Comprehensive pathogen screening

\$300 (pooled sample, up to 10 cages)

4. *What is the quarantine process?*

Within the first few days of arrival, the animals are individually sampled for internal and external parasites and prophylactically treated with a topical anti-parasitic medication. Two weeks after the first sampling and treatment, the mice are PCR tested for excluded pathogens and re-treated with a topical anti-parasitic medication. Mice are released from quarantine once PCR test results are reviewed and approved by veterinary staff.

5. *How long will my mice be in quarantine?*

It is not possible to provide a definitive release date or total time in quarantine. The average quarantine length is approximately 3 weeks however this is strictly dependent on the results of health surveillance testing.

6. How will I find out when my mice are released?

You will receive an email from DCM staff when your animals are released from quarantine.

7. Do I need to do anything to have my animals moved out of quarantine? How will I know when they've been moved?

There is nothing to be done of the part of the investigator. DCM staff will label your cages and submit the move form to the Animal Resource office. The animal care staff will then move the animals to your housing room. After the move is completed, you will receive a confirmation email from the Animal Resource secretary.

8. Can I visit my mice while they are in quarantine?

No. The quarantine room is restricted to only Animal Care staff, DCM staff and UCAR staff.

9. If I cannot see my animals, how do I ensure they are the animals I requested?

Upon arrival, the purchasing coordinator will email you a copy of all cage cards and other information from the sending institution. The DCM technicians will inventory the mice on arrival and compare the sender information (including individual animal identification) with information on the cage card. If there are any discrepancies, the DCM technician will email you.

10. Can I breed my mice while they are in quarantine?

Yes, you can request to breed imported mice to each other however, pairing of mice may only occur during their final week of quarantine by DCM technicians. There are additional charges associated with pairing mice for breeding purposes. Animals from your colony cannot be transferred into the quarantine room for breeding.

11. Why can't I start breeding right away?

Transportation is stressful and mice must be given adequate time to acclimate prior to breeding. Mice can only be paired in the final week in quarantine. This will prevent the movement of cages that contain young litters or late gestation dams at the conclusion of the quarantine period. Moving mice may cause stress, which can result in cannibalism of pups or spontaneous abortion.

12. Can I move mice from my established colony into quarantine to breed with the mice that just arrived?

No. To protect our resident population, mice from your colony are permitted entry into quarantine.

13. What are my options if I plan to use mice from a non-routine vendor acutely?

Acute use is reserved for situations in which you plan to use imported mice within days to weeks of arrival for activities such as tissue harvest. To protect the health status of the resident mouse population, these mice are housed in the quarantine housing room and can only be taken to the necropsy room for euthanasia. Live mice cannot be taken to any other locations within the facility nor can they be brought to the lab. Lab members requesting acute use animals from non-routine vendors must receive training from DCM staff prior to order approval.