

MEMORANDUM OF AGREEMENT

BETWEEN THE

**UNIVERSITY OF KANSAS MEDICAL CENTER,
HOGLUND BRAIN IMAGING CENTER (HBIC)**

AND

PURPOSE:

This agreement between the University of Kansas Medical Center (KUMC), Hoglund Brain Imaging Center (HBIC) and _____, hereafter referred to as “external user,” establishes the procedures to be followed regarding the use of the HBIC for imaging of rodents. This Memorandum of Agreement (MOA), when signed by the representatives of the agencies, replaces all previous MOAs on this subject.

BACKGROUND:

The Hoglund Brain Imaging Center (HBIC) at the University of Kansas Medical Center (KUMC) provides imaging services for animal research studies on a MRI system. As a regional resource, HBIC is committed to providing access to this technology for animal researchers throughout the area. It is important that the roles and expectations of both the organizations be confirmed prior to the use of this facility by external users to assure continued compliance with each respective Animal Welfare Assurance with the Office of Laboratory Animal Welfare (OLAW) and to meet AAALAC accreditation guidelines.

RESPONSIBILITIES OF EXTERNAL USER:

1. Discuss with the HBIC contact person the type and nature of the MRI studies, feasibility of the proposed studies and expected outcome, number and species of animals to be studied and expected length of stay.
2. Determine with the Director of HBIC the cost of HBIC equipment and facilities, including fees for MRI service, housing and husbandry prior to provision of services.
3. Provide copies of Animal Welfare Assurance from OLAW and AAALAC accreditation.
4. Provide confirmation that six-month facility inspection and program evaluations are performed at external user site.

5. Provide documentation of the IACUC approved protocol which describes the procedures being performed at HBIC, special animal husbandry needs while animals housed at HBIC, post procedure care and observation, means of euthanasia and method of animal transportation.
6. Transport animals in accordance with the *Guide for the Care and Use of Laboratory Animals*, Animal Welfare Act Standards, Animal Welfare Assurances provided to OLAW and AAALAC guidelines.
7. Adhere to all KUMC policies and procedures while at KUMC.
8. Attend to animals, as necessary, during procedures conducted at HBIC, including assisting during anesthesia if requested by KUMC staff.
9. Euthanize animals per AVMA Panel on Euthanasia and remove carcass from HBIC for proper disposal at external user site.

RESPONSIBILITIES OF HBIC/KUMC:

1. Coordinate with external user to facilitate use of HBIC for animal research.
2. Arrange for veterinarian consultation with external user prior to animal arrival at HBIC if requested.
3. Provide Standard Operating Procedures for MRI procedures to be included in the protocol for IACUC approval.
4. Provide housing and husbandry in accordance with the *Guide for the Care and Use of Laboratory Animals*, Animal Welfare Act Standards, Animal Welfare Assurances provided to OLAW and AAALAC guidelines.
5. Provide special husbandry, on fee for service basis, if needed during time animals are at HBIC.
6. Provide veterinary services, on fee for service basis, if needed during time animals are at HBIC.

DISCLAIMERS:

KUMC strives to maintain sanitary conditions within the HBIC with the goal of preventing any cross contamination among animals tested or housed there. However, KUMC and external user agree that the HBIC and animal housing areas therein to be a conventional facility. The housing area at HBIC does not allow for separation of animals from different locations and does not have quarantine space. Rats and mice taken from the KUMC, Laboratory Animal Resources facility (LAR) are euthanized at HBIC and are NOT returned to the LAR even into a quarantine room. Hamsters, guinea pigs, gerbils and higher species are returned to the LAR following procedures at HBIC.

KUMC assumes no responsibility for any disease that might be contracted while an animal is at HBIC or transmitted to the user's external institution as a result of bringing animals to HBIC and returning them to that institution. External users are strongly encouraged to euthanize their animals rather than risk the possibility of infecting their colony should an animal become infected while at HBIC.

In the event of animal distress/deterioration requiring immediate intervention and the external user responsible for the animal cannot be contacted, external user agrees the KUMC veterinary staff will intervene to protect the animal's welfare or to euthanize the animal where deemed necessary in the KUMC veterinarian's professional opinion. The KUMC veterinary staff does not intend to interfere with the research of the external user. However, if the external user cannot be contacted or if the external user does not concur with a decision of the KUMC veterinary staff and does not immediately retrieve the animal from the HBIC, the decision of the KUMC veterinary staff will prevail while the animal is in the KUMC facility.

PERIOD OF AGREEMENT:

This agreement becomes effective upon acceptance by both parties, and will remain in effect indefinitely. This MOA shall continue in effect until terminated by either of the entities. Either party may terminate this agreement, with or without cause, at any time by written notice to the other. All animals subject to the MOA and housed at HBIC would need to be removed immediately upon termination by the external user.

SIGNATURES:

John R. Finley, JD, MPH
Associate Vice Chancellor for Compliance
University of Kansas Medical Center

Date

Institutional Official for External Entity

Date

Title

ADDITIONAL SIGNATURES REQUIRED PER INDIVIDUAL PROTOCOL:

William Brooks, PhD
Director, HBIC

Date

Principal Investigator

Date