**Incident Report Form**

**Nebraska Wesleyan University**

**Institutional Animal Care and Use Committee**

**IACUC@nebrwesleyan.edu**

Use this form to notify the IACUC of an animal welfare complaint, any unusual or unexpected observation while performing experimental procedures that may require an amendment to the protocol, an inadvertent protocol deviation, an incident noted during post-approval monitoring, and/or a possible protocol violation. The form should be completed and submitted via email to the IACUC Office at IACUC@nebrwesleyan.edu.

* Complaint – Perceived deficiencies in husbandry standards, inhumane treatment of animals, research misconduct, facilities operations, administration/IACUC management and/or the safety/security of animals or other related deficiencies that reflect on our federal assurance or the quality of care and use of these animals.
* Unusual/Unexpected Observation – Any unexpected experimental outcome that may require a modification to the approved animal care and use protocol.
* Incident Review – Inadvertent protocol deviation by one of the individuals listed on the approved protocol, which may require IACUC review.
* Oversight Report - Observations made during routine post-approval monitoring of an animal care and use protocol.
* Protocol Violation - May include animal use without IACUC approval or an activity being conducted that is not in accordance with the description of that activity provided by the Principal Investigator in the approved animal care and use protocol.

Initiating such concerns via the appropriate channels in no way places an employee, volunteer, student, or other staff member at risk to be discriminated against or be subject to any reprisal for reporting perceived violations of any standard or regulation.

Please complete the following information and email form to **IACUC@nebrwesleyan.edu****.**

**Description of the Incident:**

**Location:**

**Date and Time of Report:**

**Principal Investigator/Lab Supervisor Responsible:**

**Email:**

**IACUC Protocol #:**

**Bldg./Room:**

**Species Involved:**

**Reported by:**