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| Animal Ethics Committee (AEC)UNEXPECTED ADVERSE EVENT REPORT |

The Australian Codedefines an Adverse Event as: any event that has negative impact in the wellbeing of an animal.

Itdefines an Unexpected Adverse Event as: an event that may have a negative impact on the wellbeing of animals and was not foreshadowed in the approved project or activity.

An unexpected adverse event may result from different causes, including but not limited to:

* death of an animal, or group of animals, that was not expected
* adverse effects following a procedure or treatment that was not expected
* adverse effects in a larger number of animals than predicted during the planning of the project or activity, based on the number of animals actually used, not the number approved for the study
* a greater level of pain or distress than was predicated in the planning of the project or activity
* power failures, inclement weather, emergency situation or other factors external to the project or activity that have a negative impact on the welfare of the animals

Prompt action must be taken in response to unexpected adverse events and emergencies, including alleviation of pain and distress, in accordance with institutional and AEC policies and procedures. Alleviation of pain and distress of a severity that was not anticipated in an approved project must take precedence over an individual animal reaching the planned endpoint of the project or activity, or the continuation or completion of the project or activity. If necessary, animals must be killed humanely without delay *(3.1.24)*

When an animal dies unexpectedly, or is humanely killed due to unforeseen complications, a necropsy should be performed by a competent person *(3.1.25).*

The Australian Code also states in part that:

Investigators must provide to the AEC…prompt notification of any unexpected adverse events *(2.4.34).*

It is the policy of the University of New England’s (UNE) Animal Ethics Committee (AEC) that all unexpected adverse events must be reported to the AEC in writing, via the Animal Ethics Officer, within 24 hours this report is submitted within 72 hours of the event. Additionally, if the unexpected adverse event resulted in the death of a research or teaching animal, a post mortem report must also be completed and submitted with this report.



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| *Office use:* | **Report Number** |  | **Date Received** |  |  |

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| UNEXPECTED ADVERSE EVENT REPORT |

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|  | **Administration** |
| **Title of Project:**  |  |
| **Authority No.:** |  |
| **Principal Investigator:** |  |
| **Telephone No.:**  |  |
| **Email Address:**  |  |
| **Date of expiry of this Authority:** |  |

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| **2.**  | **Summary.** (Provide a brief overview of the unexpected adverse event and outcome from it) |
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| **3.** | **Species and number of animals affected by the adverse event** |
| Species (and strain if appropriate) |  |
| No. of animal (s) affected |  |
| Sex of the animal (s) |  |
| Identification No. (s) |  |
| Age of the animal (s) |  |
| Date of adverse event |  |
| Location of animal(s) at time of adverse event |  |
| No. of animals in the treatment group the animal (s) belongs to |  |
| Fate of any progeny |  |
| No. of animal (s) affected that died |  |

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| **4.**  | **Provide a timeline of events leading up to and following the adverse event. Place this in context of the project and include any treatments or procedures performed on the affected animal(s).** |
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| **5.**  | **Describe in more detail the circumstances leading up to and including the adverse event? Include details of the symptoms and/or signs exhibited by the animal.** (e.g. weight loss, diarrhea, vomiting, respiratory difficulty, collapse, abdominal swelling or other signs of injury or distress, or found dead) |
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| **6.**  | **Why/how do you think this event occurred?**  |
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| **7.**  | **What immediate action was taken when the event happened or was discovered?** (e.g. animal euthanised, vet called, pain relief was administered and animal monitoring changed) |
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| **8.1** | **Was a necropsy performed?** | **YES** | **☐**  |
| **NO** | **☐** *(give details below)* |
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| **8.2**  | **If YES, complete the below table, and attach a copy of the necropsy report** |
| Name: |  |
| Organisation/Position: |  |
| Address: |  |
| Phone: |  |
| Email Address: |  |

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| **9.**  | **What other investigations have taken place?** (e.g. histopathology, haematology, faecal tests, microbial culture) |
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| **10.**  | **What further action is required to safeguard the welfare of the affected animals? If this requires a variation the Animal Ethics Committee Chair will contact you.**  |
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| **11.** | **Are other animals at risk?***If* ***yes****, what measures have been taken to minimize risk to other animals?* | **YES** | **☐***(give details below)* |
| **NO** | **☐** |
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| **12.**  | **What actions are being taken to prevent a recurrence?** (e.g. modification to procedures or experimental design, housing, monitoring or researcher/student training or supervision) |
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| **13.** | **Have there been any previous unexpected events in this protocol?***If* ***yes****, please provide the Report Number and the cause of death.* | **YES** | **☐***(give details below)* |
| **NO** | **☐** |
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| **14.**  | **Is there any other information or comment you wish to provide in relation to this event?** |
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| **15.**  | **List any supporting documentation (photos/references/pathology reports etc.) attached:** |
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| **Print Name (Principal Investigator)** | **Signature (Principal Investigator)** | **Date** |
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**Thank you for submitting this form. A Report Number will be issued to you by the Animal Ethics Officer; please include this reference in your Progress/Final Report.**