**ANIMAL RESEARCH STUDY INCIDENT REPORT**

*This form is to be used to report a possible reportable event and/or non-compliance matter. Individuals should make a written report (via email) to email address* [vhapthIACUCReporting@va.gov](mailto:vhapthIACUCReporting@va.gov) , *within 5 business days after becoming aware of any incident that is reportable under relevant VHA Handbooks or applicable Federal requirements related to laboratory animal welfare. [\*NOTE: Emails sent to this address can only be sent from within the VA Network. If you are unable to send from a VA email address, please call the IACUC Coordinator at 412-360-2382 or email your report directly to her at* [*Elizabeth.toth2@va.gov*](mailto:Elizabeth.toth2@va.gov) *]. Complainants may submit concerns anonymously or explicitly request confidentiality under the Whistleblower Protection Act of 1989.* *There is a lockable steel box located in the Animal Research Facility (ARF) for individuals to submit an anonymous concern or report. The ARF Supervisor will check the contents of the box daily. If a report is submitted, the ARF Supervisor will send it to the IACUC Coordinator, Chair and Veterinarians for review.*

**Please provide the requested information below:**

**1. Principal Investigato**r:

**2. Study Title**:

**3. Study Protocol number (MIRB#):**

**4. Does this incident involve one or more VAPHS research projects? (yes or no)**

**If, yes, please provide information for EACH project:**

**5. Date and Time Incident/Situation was observed**

**6. Full Description of the Incident/Situation Observed [Please include all details, including any animal welfare considerations observed]:**

**7. Were any immediate actions taken to address or correct the situation (i.e. actions on the part of the ARF or veterinary staff)**

**8. Has this incident been reported to anyone else (e.g. the veterinarians)?**

**Name of individual submitting this information [*may be submitted anonymously*]:**

**Telephone number where you can be reached should additional information be requested:**

**Attach any supporting documentation.**