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UNGULATE CONTINUITY OF SERVICES PLAN

When staff reductions are at 20% or greater some facility activities may be put on hold until staff levels return to normal. These may include:

- Administrative activities like filing and organization will be done as time permits while understaffed.


If there is a reduction in either Animal Resources directed husbandry or enrichment activities, Clinical Sciences staff may be assigned to assist with routine husbandry activities. Any such re-assignment will be coordinated with the Department Head of Clinical Sciences. In addition, Animal Resources management may be required to provide husbandry support. Other staff (Clinical Sciences technicians) may be asked to participate in animal movement / husbandry as needed.

Ungulate Facilities at a 25 - 50% reduction in staff:

- Effect on Animal Care Taking – Minimal.
- Effect on Sanitation – Minimal.
- The facility will be monitored throughout the day to ensure adequate level of effort and quality were performed.
- The ability to transport animals will not be affected.
- Routine veterinary care will continue (hoof trimming).
- Caretaker duties would consist of:
 - Hosing down the barn & cleaning pens daily,
 - Cleaning feeders for all horses, donkeys and cattle daily.
 - Daily feeding of animals and health and water checks.
 - Major cleaning of pens and water troughs would be performed once every 14 days (from 7 days).

Ungulate Facilities at a 51 - 75% reduction in staff:


- Effect on Animal Caretaking – Moderate – Reduction in established standards of care and possible animal health issues.
- Effect on Sanitation – Moderate – There will be reduction in the amount of time and/or frequency of sanitation.
- The facility will be monitored throughout the day to ensure adequate level of effort and quality were performed.
- Training on SOPs and specific project requirements will be done for personnel who may be assigned to an area to cover for staff shortages.
- Routine facility cleaning in common areas, as per SOP, will decrease by 50-75% depending on staff reduction.
- Transport of animals will be moderately affected and maybe delayed due to shortages on staff.
- Routine veterinary care will continue (hoof trimming will not).
- Consult with PI regarding possible reduction in requirements or assistance from Animal Resources in labs and animal movement.
- Caretaker duties would consist of:
 - Daily cleaning of sheep pens,
 - Cleaning feeders for all horses, donkeys and cattle daily,
 - Cleaning and hosing down of the barn will be done on an as needed basis,
 - Daily feeding of animals and health and water checks,

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- Major cleaning of pens and water troughs would be performed once every 21 days (from every 7 days).

Ungulate Facilities at a 75% or greater reduction in staff:

- Effect on Animal Caretaking – Severe – Extreme reduction in established standards of care and possible animal health issues.
- Effect on Sanitation – Severe – There will be an extreme reduction in the amount of time and/or frequency of sanitation.
- The facility will be monitored throughout the day to ensure adequate level of effort and quality were performed.
- No training on SOPs and specific project requirements will be done for personnel who may be assigned to an area to cover for staff shortages.
- No routine facility cleaning, in common areas, as per SOP, will be performed.
- No transportation of animals will be provided or available.
- The receiving and shipping of animals to and from the facility will cease. There will be no receiving of animals for isolation.
- Only emergency veterinary care will be provided
- Caretaker duties would consist of:
 - Daily cleaning of sheep pens,
 - Cleaning feeders for all horses, donkeys and cattle daily,
 - Daily feeding of animals and health and water checks
 - Sanitation of pens, barns and water troughs would be performed on an as needed and staff available basis
 - In the event there is a lack of administrative staff to answer phones, notify colleagues via email to call designated cell phones of staff that are present in the facility

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CANINE CONTINUITY OF SERVICES PLAN

When staff reductions are at 20% or greater some facility activities may be put on hold until staff levels return to normal. These may include:

- Administrative activities like filing and organization will be done as time permits while understaffed.

If there is a reduction in either Animal Resources directed husbandry or enrichment activities, Clinical Sciences staff may be assigned to assist with routine husbandry activities. Any such re-assignment will be coordinated with the Department Head of Clinical Sciences. In addition, Animal Resources management may be required to provide husbandry support. Other staff (Clinical Sciences technicians) may be asked to participate in animal movement / husbandry as needed.


Canine Facilities at a 20-30% reduction in staff:

- Effect on Animal Care Taking – Minimal.
- Effect on Cage Wash – Minimal
- The facility will be monitored throughout the day to ensure adequate level of effort and quality were performed.
- The ability to transport animals will not be affected.
- Routine veterinary care will continue but will be triaged (nail trimming)
- Caretaker duties would consist of:
 - Sanitation of the kennels daily,
 - Twice daily exercise for each dog (walk or yard),
 - Cleaning food and refreshing water bowls daily.
 - Feeding of animals and health checks daily,
 - Enrichment once per week.
 - Bathing as needed

Canine Facilities at a 31-50% reduction in staff:

- Effect on Animal Care Taking – Moderate - reduces the established standard of care provided under normal circumstances.
- Effect on Cage Wash – Moderate - reduction on Cage Wash demands by 50%. This reduction stems directly from the 50% decrease in food bowl washing normally provided for the dogs.
- The facility will be monitored throughout the day to ensure adequate level of effort and quality were performed.
- Routine veterinary care will continue on an as needed basis (nail trimming).
- Routine facility cleaning in common areas, as per SOP, will decrease by 50%.
- The receiving and shipping of animals to the facility will cease. There will be no receiving of animals for quarantine.
- Caretaker duties would consist of:
 - Sanitation of the kennels daily,
 - Twice daily exercise for each dog (walk or yard),
 - Refreshing water bowls daily
 - Food bowls cleaned once weekly (from daily)
 - Feeding of animals and health checks daily
 - Enrichment once per two weeks

Canine Facilities at a 75% reduction in staff:

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- Effect on Animal Care Taking – Severe – Extreme reduction in established standards of care and possible animal health issues.
- Effect on Cage Wash – Severe – Daily hose down (spot cleaning), sanitization once weekly.
- The facility will be monitored throughout the day to ensure adequate level of effort and quality were performed.
- No Routine facility cleaning in common areas, as per SOP, will be performed.
- Only emergency veterinary care will be provided.

- No transportation of animals will be provided or available.
- The receiving and shipping of animals to and from the facility will cease. There will be no receiving of animals for quarantine.
- Caretaker duties would consist of:
 - Hosing down the kennels daily,
 - Sanitation of kennels on a weekly basis (from daily).
 - Twice daily exercise for each dog, yard only.
 - Refreshing water bowls daily,
 - Food bowls cleaned every two weeks (from daily),
 - Feeding of animals and health checks daily
 - Enrichment halted until return to adequate staffing

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RODENT CONTINUITY OF SERVICES PLAN

When staff reductions are at 20% or greater some facility activities may be put on hold until staff levels return to normal. These may include:

- ATP/QC testing

If there is a reduction in either Animal Resources directed husbandry or enrichment activities, Clinical Sciences staff may be assigned to assist with routine husbandry activities. Any such re-assignment will be coordinated with the Department Head of Clinical Sciences. In addition, Animal Resources management may be required to provide husbandry support. Other staff (Clinical sciences technicians) may be asked to participate in cage-wash/husbandry as needed.

Rodent Facilities at a 25 – 50% reduction of staff:

- Effect on Animal Care Taking – Minimal.
- Effect on Cage Wash – Minimal.
- Routine veterinary care will continue for colony health.
- Caretaker duties would consist of:
 - Cage changing once per week,
 - Feed, water and health checks daily,
 - Facility sanitation as per SOP.

Rodent Facilities at a 50-75% reduction of staff:

- Effect on Animal Care Taking – Moderate – Reduction in established standards of care and possible animal health issues.
- Effect on Cage Wash – Moderate – Modify cage change schedule for ventilated racks to every 10 days with spot changing between changes.
- Training on SOPs and specific project requirements will be done for personnel who may be assigned to a building to cover for staff shortages.
- Routine facility cleaning in common areas, as per SOP, will decrease by 50%.
- Routine veterinary care will continue for colony health.
- Caretaker duties would consist of:
 - Cage changing every 10 days,
 - Feed, water and health checks daily,
 - Facility sanitation every other week.