



Welcome Back to the Bethesda Animal
Facilities - Group A

New Entry Procedures

- ▶ We have implemented new procedures to keep you safe and comfortable while working in the vivarium. These guidelines apply to all staff working in or visiting the facility.
- ▶ **Please plan your workday and workweek strategically to limit the number of visits to the vivarium, reduce traffic flow, and save PPE.**
- ▶ Please observe social distancing when waiting to use gowning stations. All facilities have tape placed at 6-foot intervals to help limit overcrowding at the gowning stations.
- ▶ Hand sanitizer is provided at the facility entrance or by the PPE station. Please sanitize your hands before donning PPE.
- ▶ Please wear your personal face covering (either a cloth face covering or surgical face mask) to the facility and change into a facility provided surgical/cone mask for work within the vivarium.
 - ▶ A disposable bag will be provided to store your personal mask
- ▶ Building 10/CRC only: Investigators should enter the facility through the door between rooms 4400 and 4416 instead of the main facility entrance.

Animal Holding Rooms

- ▶ Animal care staff are operating on split teams and most cage changes are being performed in the morning, with the busiest times between 6AM-12PM.
 - ▶ Please plan your work schedule to avoid working the animal facilities before noon, if possible, as this is when the reduced numbers of LASP staff must perform most of the labor-intensive work such as cage changing and health checks.
 - ▶ We will accommodate investigators' need for access, especially if needed for scientific reasons. Simply ask the staff and we will try to work within your needs.
- ▶ We are implementing electronic scheduling for all rooms.
 - ▶ At the outset, this will occur using an Excel File shared in Microsoft Teams.
 - ▶ The schedule will be posted on each room in advance and we are asking people to “check-in” by placing a checkmark next to their name on the calendar posted on the room.
- ▶ Signs are posted on each door with an occupancy limit that provides space to properly socially distance. This limit follows OHS guidelines and was determined based upon the size and configuration of the room and the type of work normally conducted in the room (animal care or technical duties). Please read occupancy signs before entering an area and visually check the area before you proceed in.
- ▶ After you complete your work, please wipe any tables or cart surfaces that you used with provided disinfectant.
- ▶ Remember that the lights in the animal rooms will turn off at 6pm.

Other Areas

▶ Procedure rooms

- ▶ Procedure rooms will be scheduled to prevent overcrowding or long waits.
- ▶ LASP will follow-up with details on the scheduling procedure.
- ▶ When your work is completed, please spray all surfaces with provided disinfectant.

▶ Break rooms and restrooms

- ▶ Signs will be posted that limit the number of people who can be in a lunchroom or breakroom. This number is based upon OHS guidelines and will allow for proper social distancing. Ideally, investigator staff should refrain from using breakrooms to allow access for staff who spend their entire workday within the vivarium.
- ▶ If you do need to enter the breakrooms, restrooms, or other common area for any reason, please wipe down the table and chair after use with the disinfecting wipes or spray provided in each area.
- ▶ If you use a landline phone, please disinfect the mouthpiece after use.
- ▶ If you use a cabinet in a common area, please disinfect the surface after use.

Exiting the Facility

- ▶ Please discard of all disposable PPE in the trash cans located at the facility exit. Gloves and masks should be deposited into the provided MPW box, but all other PPE can go into regular trash. Do not wear facility PPE (including masks) back to your laboratory as this will spread animal allergens throughout the building. Instead, redon the personal mask that you were wearing when entering the facility.
- ▶ Hand sanitizer is located at the exits to each facility for your use.
- ▶ Building 37 only: Investigators should exit in the back of the facility through the door located adjacent to room 624.

Technical Work and Animal Ordering

▶ Technical Work:

- ▶ LASP will be able to provide technical assistance but this may be limited due to ongoing scheduling changes to permit social distancing amongst our staff.
- ▶ Please coordinate technical procedure requests through Elena Kuznetsova or directly with a technician.

▶ Animal Ordering:

- ▶ When given permission from NIH/CCR, animal orders may be placed. LASP will process as many orders as possible but may have to spread out some orders due to concerns over receiving simultaneously a high volume of animals.
 - ▶ Please contact your facility manager for animal ordering questions for orders going into LASP facilities.
 - ▶ If you place your order through CAPS, please contact Larry Cook for your animal ordering questions

Additional Notes

- ▶ Please don a new pair of gloves if the gloves you are wearing become compromised at any time.
- ▶ PPE at the PPE stations may be more limited than usual but should be available. We have additional stock in storage but are keeping less at the PPE donning stations. If you need something, please ask facility staff for assistance.
- ▶ We will adjust these procedures to improve workflows, as needed. We welcome suggestions to better safeguard both human and animal health. Safety is our number one priority.
- ▶ Please contact the facility management if you have any concerns, questions or suggestions. This contact information is presented in the next slide and will be posted in the facilities.

Contact Information

Building	Title	Name	Office #	Email
All	Attending Veterinarian	Dr. Joshua Kramer	240-760-6311	Josh.Kramer@nih.gov
	Veterinarian	Dr. Matthew Breed	240-760-6306	matthew.breed@nih.gov
	Veterinarian	Dr. Melody Roelke-Parker	240-858-3936	Melody.Roelke-Parker@nih.gov
	Manager of Technical Operations	Larry Cook	240-858-3888	cookl@31b4.nci.nih.gov
10/CRC	Facility Manager	Andrew Okoth	240-858-3919	okotha@mail.nih.gov
	Veterinary Associate	Gail McMullen	240-858-3915	mcmulleg@mail.nih.gov
	Facility Supervisor	April Schmude	240-858-3941	april.schmude@nih.gov
37	Facility Manager	Samri Gebre	240-760-7692	samri.gebre@nih.gov
	Veterinary Associate	Devorah Gallardo	240-760-7693	crownd@mail.nih.gov
	Facility Supervisor	Lolande Dorce	240-760-7696	dorcel@mail.nih.gov
41	Facility Manager	Elena Kuznetsova	240-760-7021	kuznetsy2@mail.nih.gov
ACRF Tower	Facility Manager	Tarra Dumas	240-858-3517	dumast@31b4.nci.nih.gov
	Veterinary Associate	Bernardo Rosa	240-858-3937	bernardo.rosa@nih.gov
14 D/S	Facility Manager	Michelle Metrinko	240-760-7862	michelle.metrinko@nih.gov
	Senior Technician	Mona Boursiquot	240-760-6110	mona.boursiquot@nih.gov