

## Individual Highlights

Fiscal Office Move	1
New LAS Rates	2
Granite Invoices	2
Security at Kakaako	2
Welcome Employees	3
Overcrowded Fee	4

## VERTEBRATE animal care & use program



## LAS Newsletter

Our hope in putting out this newsletter is to keep our researchers informed, and to highlight some of the important changes in our department.

As we move into our fifth year after the opening of the Kakaako facility, we would also like to keep everyone abreast of important developments and policy changes.

As always, please visit our public website at [www.hawaii.edu/LAS](http://www.hawaii.edu/LAS) for up-to-date information.

## LAS Office Moving to Manoa

On July 20, 2009, the LAS office staff (John Matassa and Cristie Yoshimura) will be relocating to Manoa.

Effective 7/20 our new contact information will be as follows:

University of Hawaii at Manoa, 1960 East West Rd., Biomedical Science Bldg B210, Honolulu, HI, 96822

Phone: 956-8770

Fax: 956-8528

All fiscal communication (mail, faxes, and checks) will need to be sent to this new address.

All communication regarding animal, facility, and vivarium security issues (including Security access requests for Kakaako) should continue to be sent to the office at Kakaako.

The reasons behind this move are ones of both convenience and practicality. The Kakaako facility has grown from about 200 cages when the facility opened in 2005, to almost 2000 cages 4 years

later. As expected with a growing facility, we realize that it would make the most sense to have our technical and managerial staff centrally located and readily available to answer questions.

We expect this to be a smooth transition, and hope that it facilitates and enhances the services LAS provides.

## New Rates Effective July 1, 2009

LAS has published new rates on the LAS public website that will go into effect July 1, 2009. These new rates affect animal per diem, technical and veterinary time, and supply and animal order charges.

For the first time in the history of our department, we have found it necessary to implement two sets of rates.

During the last annual rate

study, where we systematically evaluated and calculated the new rates for the upcoming fiscal year, it became apparent that the costs between the Manoa facility and the Kakaako facility differed enough to warrant two sets of rates.

Kakaako benefits from being built as a state-of-the-art facility, and has the advantage of newer equipment and more

efficient caging systems. Another benefit seen at Kakaako is the idea of economy of scale, where a larger population becomes less expensive per unit because fixed cost associated with care does not increase when the population goes up.

Charging two sets of rates also ensures that fees are assessed equitably, and PIs are paying for their appropriate share.

*"Invoices generated though Granite offer many advantages over our current manual system..."*

## LAS Invoices Generated in GRANITE

After implementing Animal Protocol Approvals in Topaz and census management in Granite, we are finally ready to start generating invoices with the Granite system.

Invoices generated though granite offer many advantages over our current manual system including a high degree of detail on both animal charges and per diem charges, and elimination of

errors from incorrectly adding and transposing charges to a manual billing. Granite also keeps track of charges and bills by protocol.

As we move to this automatic system, it is crucial that your staff is diligent about terminating cards when cages are no longer needed and correctly transferring cages to the appropriate protocol. Per diem charges

are based heavily the census management system the new Granite cards provide, following the card generation and termination policies will be critical to accurate billing.

Our office will be running the Granite billing in parallel with our manual system for a few months, and PIs can expect to see Granite invoices with the September billing.

## Security for the Kakaako Vivarium

In an effort to offer better overall security at Kakaako, a camera has been installed in the entrance of the vivarium, enabling Jobsom security to investigate violations to the Jobsom access policies.

New procedures are also in

place regarding guest access to the vivarium. All of our current Facility access policies can also be found on the LAS public site.

These changes are part of a continuing effort to protect the valuable

research investment we have at our facilities, and are in no way intended to impede the research process.

If you have any questions regarding to the new policies, please contact Jobsom Security or LAS.

## New Overcrowded Fee

## Tissue Digester Reminder

The Kakaako tissue digester is up and running. As a reminder, it is critical that researchers remove all metal and plastic ear tags, clips, and other foreign objects before placing carcasses in the freezer. These foreign objects are not fully consumed in the digester process, and will lead to costly repair and extended down time.

Currently the LAS staff is meticulously picking through frozen carcasses to remove all metal and plastic which is both tedious and time consuming.

LAS understands that there will be an adjustment period, and hopes that it will not be necessary to reject carcasses or charge technician time to get carcasses ready for the digester.

With the tissue digester fully functional, LAS will not have to rely as heavily on costly external processing, and your corporation with this process is greatly appreciated.

Effective July 1, 2009, LAS will be implementing a new overcrowded cage fee. This fee is \$25, and will be assessed when LAS has flagged a cage as overcrowded and the PI has not corrected the situation after 7 days.

The overcrowded fee will be charged for each cage still in violation 7 days after the notice, and will be in addition to the technician time charge for LAS to separate the animals. LAS will make every effort to contact the PI of overcrowded incidents, and this fee will be assessed

as a last resort after 7 days.

It is imperative that, as a custodian of federal funded research, LAS endures that animal care conforms to the appropriate guidelines.

Please contact your fiscal office for advice on paying this new overcrowded fee. This fee is not part of your research, and should not be paid from your sponsored accounts.