



Animal Resource Center

Livestock Setup

Software Version 11.02.01

Manual Version P1

Manual Published: 1/15/2020

Introduction

The iRIS™ Animal Resource Center (ARC) module groups tasks relevant to management and tracking of subject animals in research studies. ARC includes tools to assist with livestock management, livestock facilities management, materials ordering and billing, and study documentation and processing.

This manual is focused on setup and administration of livestock records and the records of personnel with specific livestock responsibilities (e.g., veterinarian, transfer coordinator).

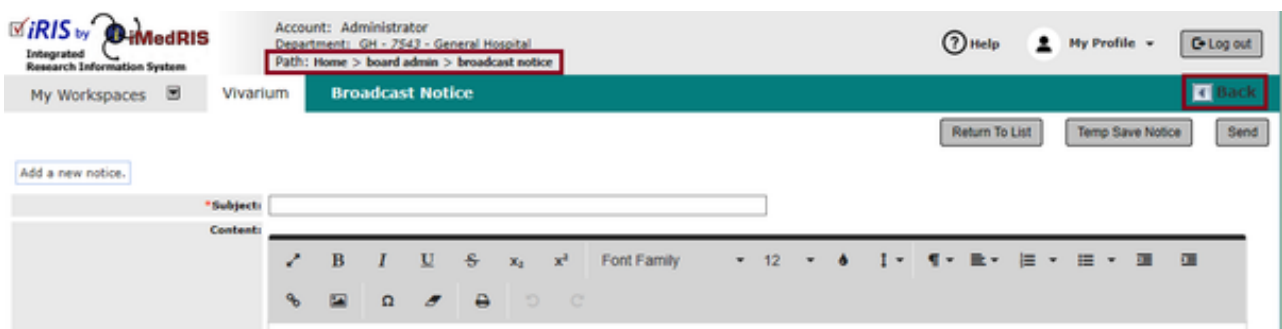
Navigation in iRIS™

iRIS™ includes two standard navigation tools on all pages nested one or more levels beneath the primary Workspace page of the module currently in use (e.g., Study Assistant, Conflict of Interest Assistant, Animal Resource Center, etc.): a Path directory tree, and Back buttons.

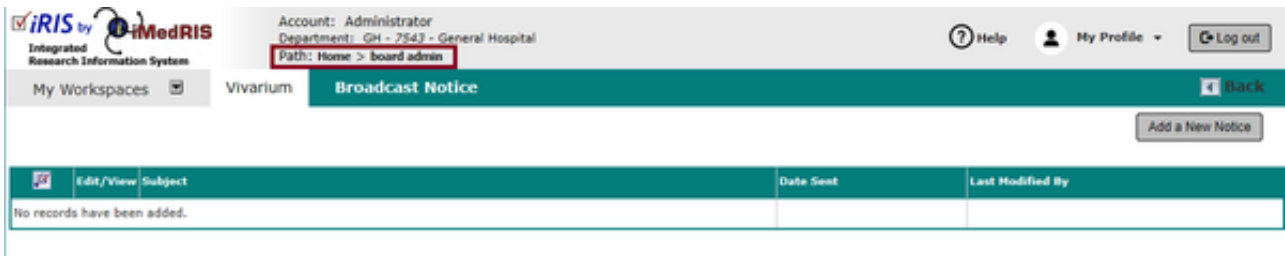
Path Directory Tree

The **Path** item at the upper left of iRIS™ pages provides a hyperlinked menu directory tree, allowing the user to quickly navigate back through the path they followed to get to their current location. **Path** appears on all pages nested at least one level beneath the main workspace

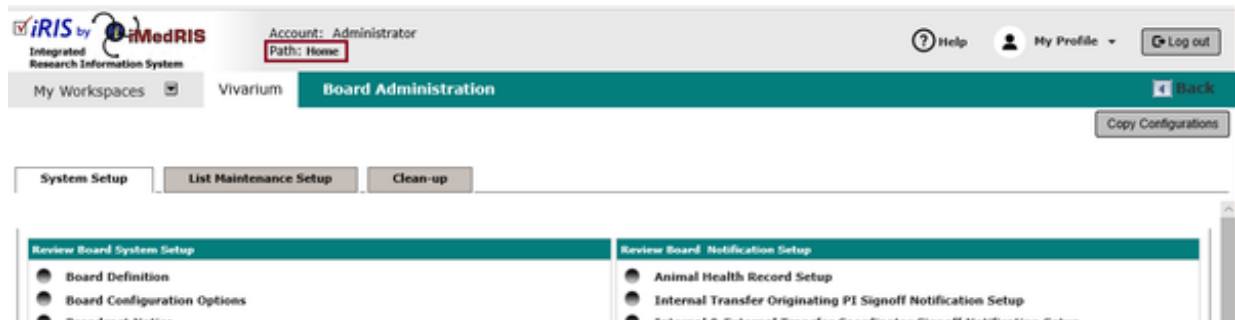
In the example shown the user is viewing the **Broadcast Notice Add a new notice** page. This page is nested three levels beneath the main workspace page, as indicated by the three links available in the **Path** directory tree: **Home**, **board admin** and **broadcast notice**.



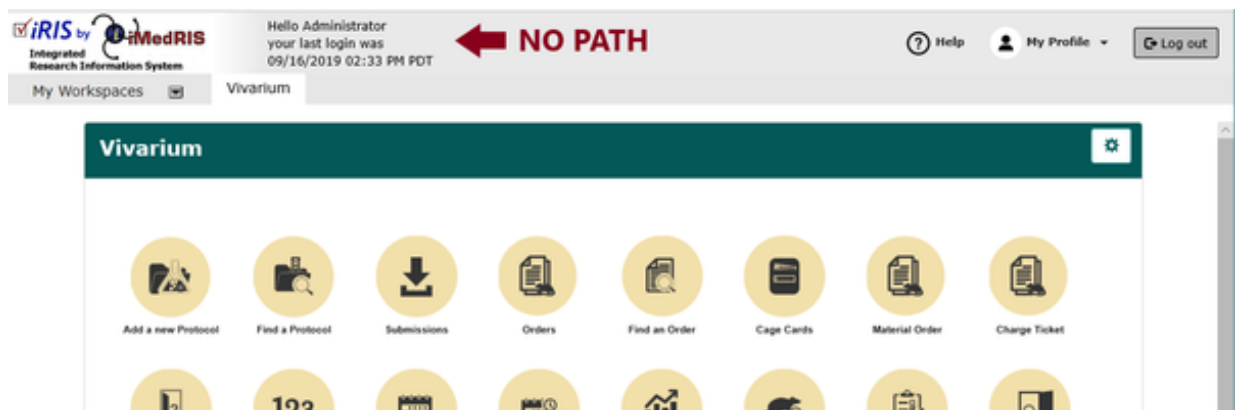
Click on **broadcast notice** in the **Path** to navigate up one level in the directory tree, to the main **Broadcast Notice** page. There are now two levels in the **Path** directory tree: **board admin** and **Home**.



Click on **board admin** in the **Path** to navigate up one level in the directory tree, to the **Board Administration** page. There is now one level in the **Path: Home**.

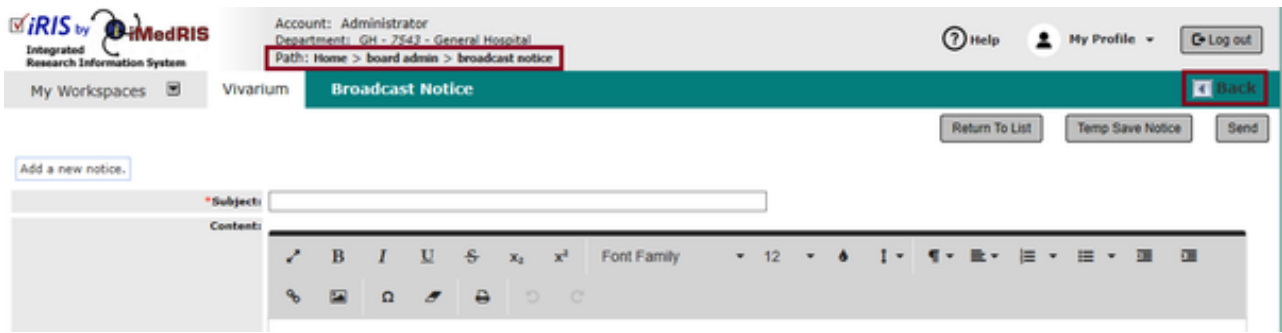


Click on **Home** in the **Path** to navigate up one level in the directory tree, to the main Workspace page. No Path item is displayed here because the user is now at the top-most level of the directory tree.

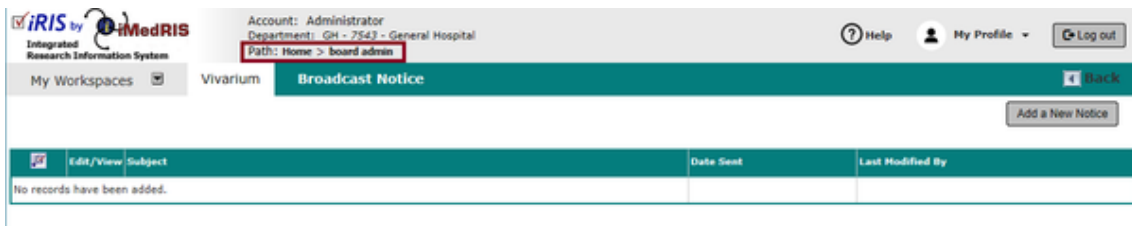


Back Button

The second navigation tool is the **Back** button, which appears on all pages nested at least one level beneath the main workspace. The **Back** button takes the user to the same location as the last link shown in the **Path**.



In the example shown above, both the **Back** button and the **broadcast notice** link in the **Path** return the user to the **Broadcast Notice** page:



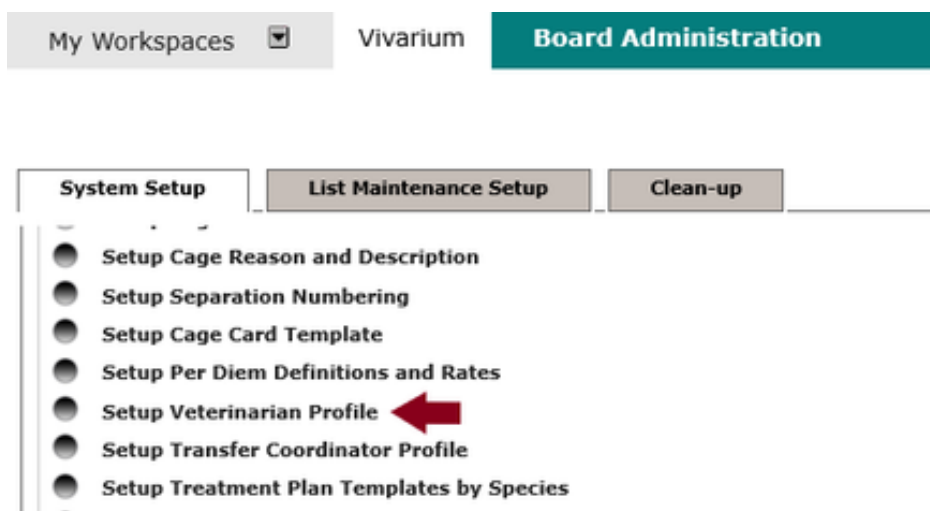
Clicking the **Back** button on the **Broadcast Notice** page returns the user to the Board Administration page, as indicated by the last link in the **Path** directory tree shown in the screenshot above.

*Note that where the **Back** button appears on a page with editable fields or document upload controls, clicking the button before saving changes returns the user to the same location as the last link shown in the **Path** without saving changes.*

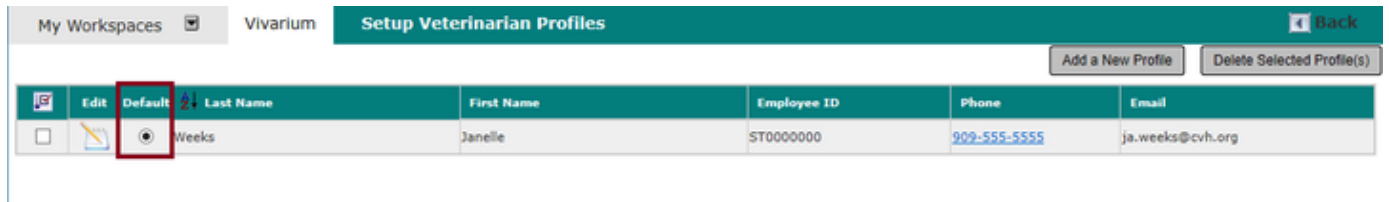
Setup Veterinarian Profile

Veterinarians who are set up as iRIS™ users can be assigned to the veterinarian role for animal subject studies in iRIS™. For more information about setting up user accounts, see the iRIS™ System Administration manual.

To access the veterinarian profile area of the system, navigate to ARC > Review Board Administration and click the **Setup Veterinarian Profile** link on the **System Setup** tab.



The **Setup Veterinarian Profiles** page is opened.

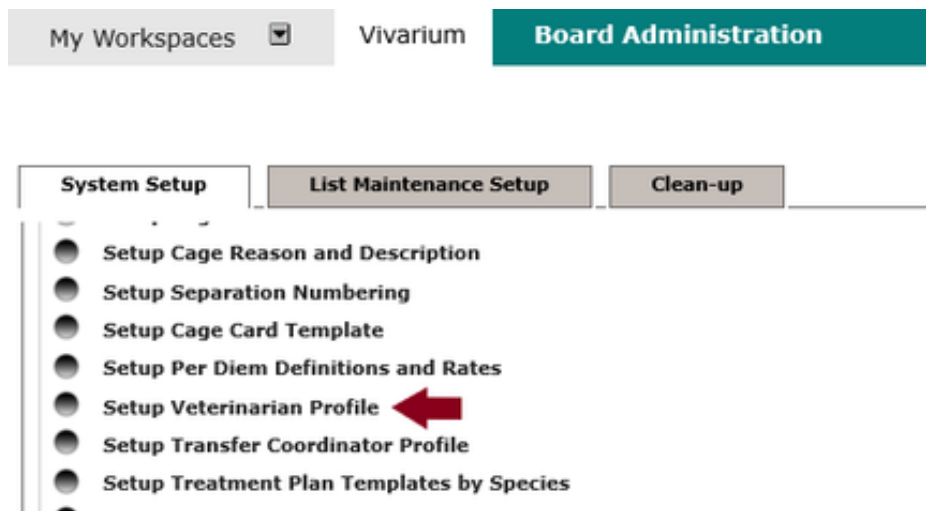


	Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>		<input checked="" type="radio"/>	Weeks	Janelle	ST0000000	909-555-5555	ja.weeks@cvh.org

Note the **Default** column. One user record must be assigned as the **Default** veterinarian on this page.

Add Veterinarian Profile

Navigate to ARC > Review Board Administration and click the **Setup Veterinarian Profile** link on the **System Setup** tab.

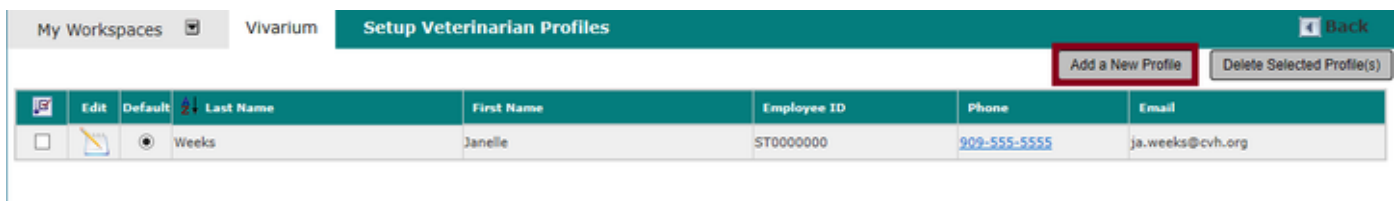


My Workspaces ▼ Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

- Setup Cage Reason and Description
- Setup Separation Numbering
- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- **Setup Veterinarian Profile** ←
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species

The **Setup Veterinarian Profiles** page is opened.



	Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>		<input checked="" type="radio"/>	Weeks	Janelle	ST0000000	909-555-5555	ja.weeks@cvh.org

Click the **Add a New Profile** button to assign a user record as a veterinarian for animal studies. The **Search User** form opens.

Search User: X

Last Name: First Name: Find User/Search Directory

by Department:

Select	Name	Department	Email
Your search criteria returned 0 results.			

Click the close icon (red X in the upper right corner) to close the form without looking up a user.

To look up a user for assignment as a veterinarian, enter full or partial **Last Name** and/or **First Name** search criteria and click the **Find User/Search Directory** button. A list of matching users is returned.

Search User: X

Last Name: First Name: Find User/Search Directory

by Department:

Select	Name	Department	Email
	Yarborough, Patrick, DVM		p.yarbo@hah.com

Click the icon in the **Select** column for the desired user record. The user record is opened.

My Workspaces Setup Veterinarian Profiles Back
 Save Profile

Employee ID:	ST0000001
Prefix:	Dr.
First Name:	Patrick
Middle Name:	
Last Name:	Yarborough
Suffix:	
Street1:	9154 Poplar St.
Street2:	
City:	Houston
County/Parish:	Tarrant
State:	TX: Texas
Province:	
Country:	USA: UNITED STATES
Zip/Postal Code:	76179
Phone:	621-555-5555
Fax:	
Email:	p.yarbo@hah.com

Note that the record is opened as read-only, no edits to the user record can be made directly on this panel. User records must be edited under User Accounts. For more information about editing user accounts, see the iRIS™ System Administration manual.

Click the **Back** button to return to the **Setup Veterinarian Profiles** page without assigning the user as a veterinarian on animal studies.

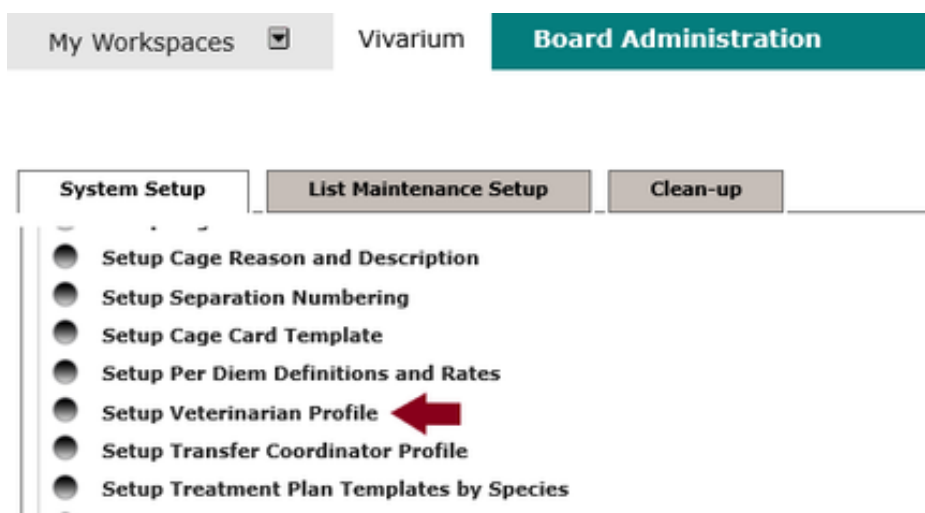
Click the **Save Profile** button to close the user record and assign the user to a veterinarian role for animal studies. The user is added on the **Setup Veterinarian Profiles** page.



	Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>		<input checked="" type="radio"/>	Weeks	Janelle	ST0000000	909-555-5555	ja.weeks@cvh.org
<input type="checkbox"/>		<input type="radio"/>	Yarborough	Patrick	ST0000001	621-555-5555	p.yarbo@hah.com

View Veterinarian Profile

The list of iRIS™ users assigned to the role of veterinarian is accessed under ARC > Review Board Administration > [System Setup tab] > **Setup Veterinarian Profile** link.

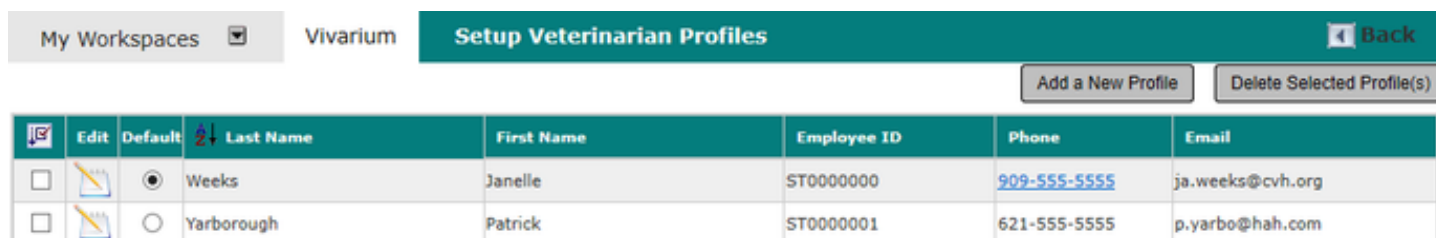


My Workspaces Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

- Setup Cage Reason and Description
- Setup Separation Numbering
- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- **Setup Veterinarian Profile** ←
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species

The **Setup Veterinarian Profiles** page is opened.



	Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>		<input checked="" type="radio"/>	Weeks	Janelle	ST0000000	909-555-5555	ja.weeks@cvh.org
<input type="checkbox"/>		<input type="radio"/>	Yarborough	Patrick	ST0000001	621-555-5555	p.yarbo@hah.com

Click the icon in the **Edit** column for the applicable record to open it for viewing.

My Workspaces ▾ Vivarium **Setup Veterinarian Profiles** Back

Save Profile

Employee ID:	ST0000000
Prefix:	Dr.
First Name:	Janelle
Middle Name:	K
Last Name:	Weeks
Suffix:	
Street1:	3501 19th Street
Street2:	
City:	Torrance
County/Parish:	Los Angeles
State:	CA: California
Province:	
Country:	USA: UNITED STATES
Zip/Postal Code:	90054
Phone:	909-555-5555
Fax:	
Email:	ja.weeks@cvh.org

Note that the record is opened as read-only, no edits to the user record can be made directly on this page. User records must be edited under User Accounts. For more information about editing user accounts, see the iRIS™ System Administration manual.

Click either the **Back** button or the **Save Profile** button to return to the **Setup Veterinarian Profiles** page.

Delete Veterinarian Profile

Navigate to ARC > Review Board Administration and click the **Setup Veterinarian Profile** link on the **System Setup** tab.

My Workspaces ▾ Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

- Setup Cage Reason and Description
- Setup Separation Numbering
- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- Setup Veterinarian Profile**
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species

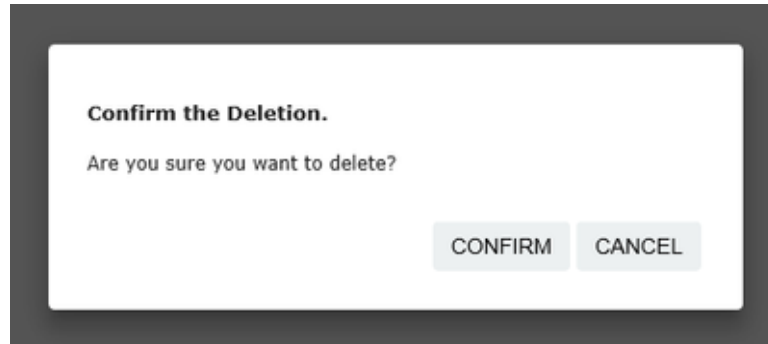
The **Setup Veterinarian Profiles** page is opened.

My Workspaces ▾ Vivarium **Setup Veterinarian Profiles** Back

	Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input checked="" type="checkbox"/>		<input checked="" type="radio"/>	Weeks	Janelle	ST0000000	909-555-5555	ja.weeks@cvh.org
<input type="checkbox"/>		<input type="radio"/>	Yarborough	Patrick	ST0000001	621-555-5555	p.yarbo@hah.com

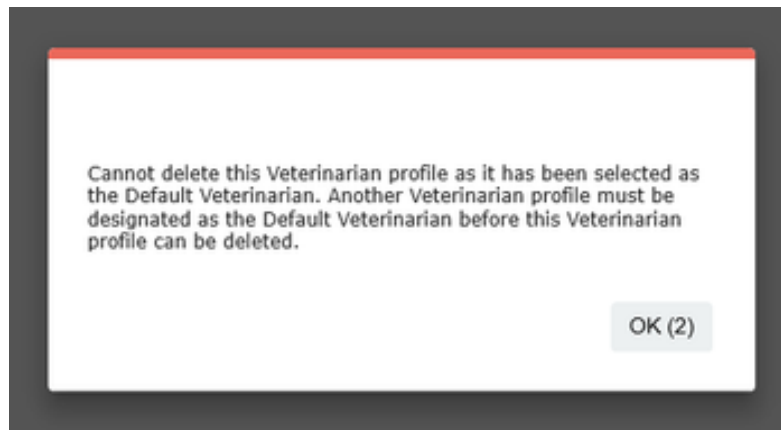
Note that deleting a veterinarian profile removes the user from the list of veterinarians available for assignment to animal studies but does not delete the underlying user record.

Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete Selected Profile(s)** button. As indicated in the screenshot above, in this example the first profile is selected and the delete button has been clicked. A confirmation popup window appears.



Click the **CANCEL** button to close the popup window without deleting the profile.

Click the **CONFIRM** button to proceed with profile deletion. In this case, a second warning popup window appears because the profile to be deleted is designated as the default profile.



To resolve this error, a different veterinarian profile must be designated as the default.

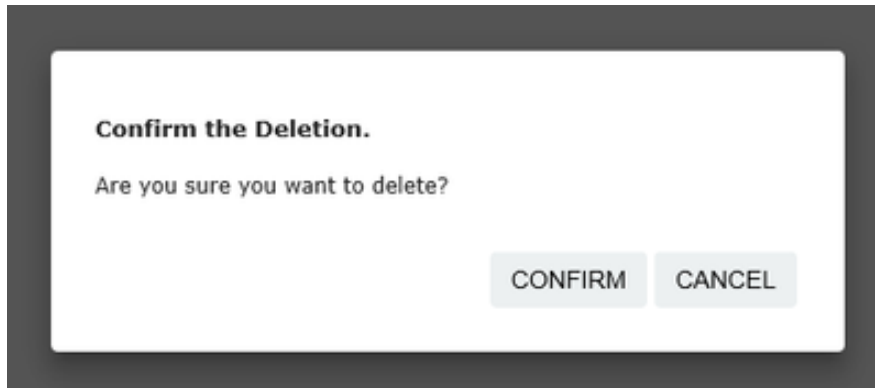
Select the radio button in the **Default** column for the applicable profile to designate it as the default. In the example shown below, the second profile has been designated as the default (blue box).



The screenshot shows a web interface for "Setup Veterinarian Profiles". At the top, there are tabs for "My Workspaces" and "Vivarium". Below the tabs, there are buttons for "Add a New Profile" and "Delete Selected Profile(s)". The main content is a table with the following columns: Edit, Default, Last Name, First Name, Employee ID, Phone, and Email. The first row is for Janelle Weeks, and the second row is for Patrick Yarborough. The "Default" column has radio buttons, and the second row's radio button is selected (indicated by a blue box).

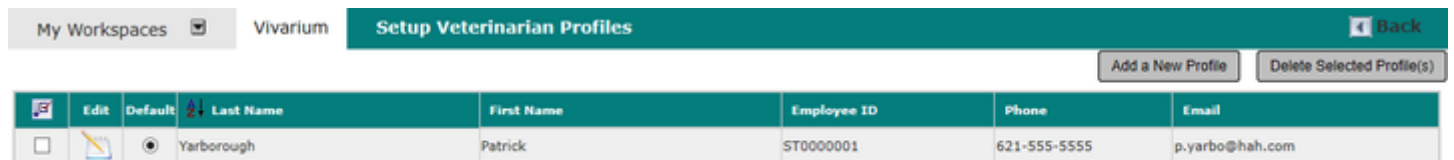
Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>	<input type="radio"/>	Weeks	Janelle	ST0000000	909-555-5555	ja.weeks@cvh.org
<input type="checkbox"/>	<input checked="" type="radio"/>	Yarborough	Patrick	ST0000001	621-555-5555	p.yarbo@hah.com

Select the checkbox(es) in the far-left column for the profile record(s) to be deleted and click the **Delete Selected Profile(s)** button. A confirmation popup window appears.



Click the **CANCEL** button to close the popup window without deleting the profile.

Click the **CONFIRM** button to proceed with profile deletion. The user profile is removed from the list on the **Setup Veterinarian Profiles** page.



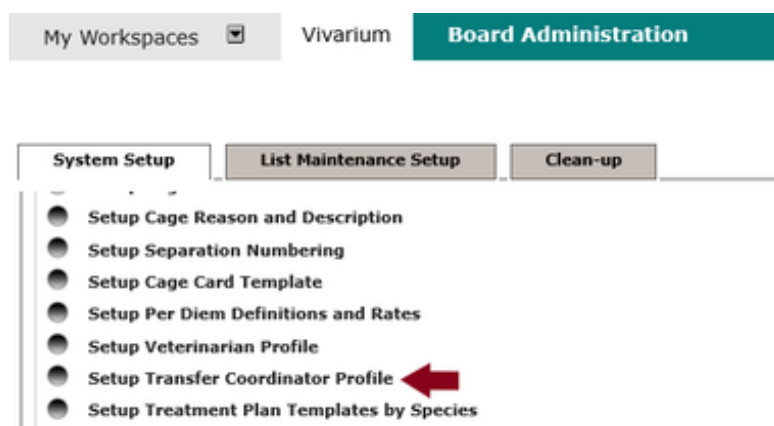
The screenshot shows the "Setup Veterinarian Profiles" page. At the top, there is a navigation bar with "My Workspaces" (dropdown), "Vivarium", and "Setup Veterinarian Profiles" (current page). A "Back" button is in the top right. Below the navigation bar are two buttons: "Add a New Profile" and "Delete Selected Profile(s)". The main content is a table with the following columns: "Edit", "Default", "Last Name", "First Name", "Employee ID", "Phone", and "Email". The table contains one row with the following data: "Yarborough" (Last Name), "Patrick" (First Name), "ST0000001" (Employee ID), "621-555-5555" (Phone), and "p.yarbo@hah.com" (Email). There is a checkbox in the "Edit" column for this row.

Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>	<input checked="" type="radio"/>	Yarborough	Patrick	ST0000001	621-555-5555	p.yarbo@hah.com

Setup Transfer Coordinator Profile

The transfer coordinator manages transfers of livestock from one location or study/protocol to another. One example would be transferring study animal subjects from a breeding population to a specific room associated with a study.

To access the transfer coordinator profile area of the system, navigate to ARC > Review Board Administration and click the **Setup Transfer Coordinator Profile** link on the **System Setup** tab.



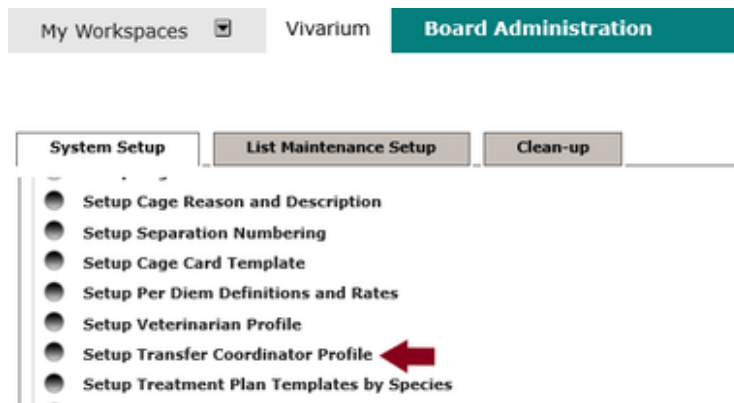
The **Setup Transfer Coordinator Profiles** page is opened.

	Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>		<input checked="" type="radio"/>	Tiller	Rickard	ST0000002	405-555-5555	rickard.biller@ucd.edu

Note the **Default** column. One user record must be assigned as the **Default** transfer coordinator on this page.

Add Transfer Coordinator Profile

Navigate to ARC > Review Board Administration and click the **Setup Transfer Coordinator Profile** link on the **System Setup** tab.



The **Setup Transfer Coordinator Profiles** page is opened.

	Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>		<input checked="" type="radio"/>	Tiller	Rickard	ST0000002	405-555-5555	rickard.biller@ucd.edu

Click the **Add a New Profile** button to assign a user record as a transfer coordinator for animal studies. The **Search User** form opens.

Search User: X

Last Name: First Name: Find User/Search Directory

by Department:

Select	Name	Department	Email
Your search criteria returned 0 results.			


Click the close icon (red X in the upper right corner) to close the form without looking up a user.

To look up a user for assignment as a transfer coordinator, enter **Last Name** and/or **First Name** search criteria and click the **Find User/Search Directory** button. A list of matching users is returned.

Search User: X

Last Name: First Name: Find User/Search Directory

by Department:

Select	Name	Department	Email
	Duvrong, Rapitha R		rduv@nhvc.com

Click the icon in the **Select** column for the desired user record. The user record is opened for review.

My Workspaces **Setup Transfer Coordinator Profiles** Back Save Profile

Employee ID:

Prefix: Dr.

First Name: Rapitha

Middle Name: R

Last Name: Duvrong

Suffix:

Street1: 2486 S. Perdido

Street2: #712

City: New York

County/Parish: New York

State: NY: New York

Province:

Country: USA: UNITED STATES

Zip/Postal Code: 66502

Phone: [212-555-5555](tel:212-555-5555)

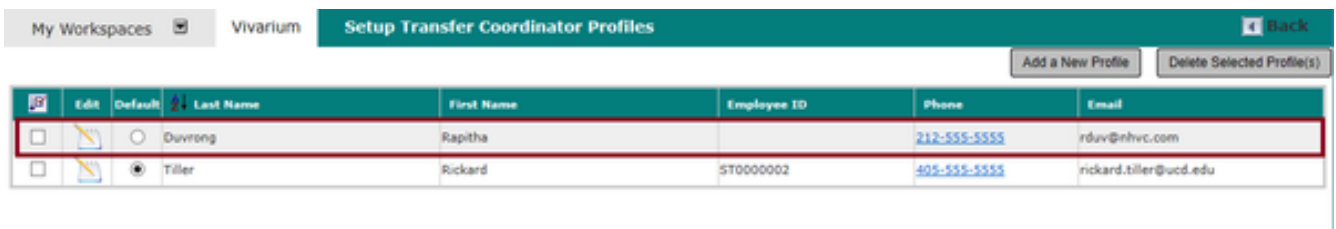
Fax:

Email: rduv@nhvc.com

Note that the record is opened as read-only, no edits to the user record can be made directly on this page. User records must be edited under User Accounts. For more information about editing user accounts, see the iRIS™ System Administration manual.

Click the **Back** button to return to the **Setup Transfer Coordinator Profiles** page without assigning the user as a transfer coordinator on animal studies.

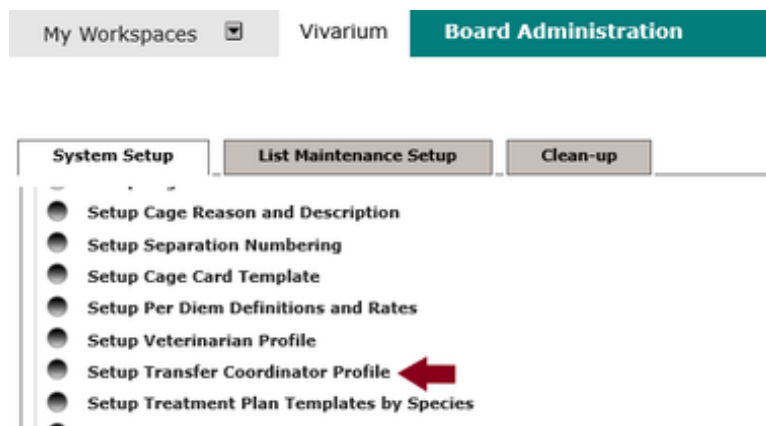
Click the **Save Profile** button to close the user record and assign the user to the role of transfer coordinator for animal studies. The user is added to the list on the **Setup Transfer Coordinator Profiles** page.



	Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>		<input type="radio"/>	Duvrong	Rapitha		212-555-5555	rduv@nhvc.com
<input type="checkbox"/>		<input checked="" type="radio"/>	Tiller	Rickard	ST0000002	405-555-5555	rickard.tiller@ucd.edu

View Transfer Coordinator Profile

The list of iRIS™ users assigned to the role of transfer coordinator for livestock is accessed under ARC > Review Board Administration > [System Setup tab] > **Setup Transfer Coordinator Profile** link.

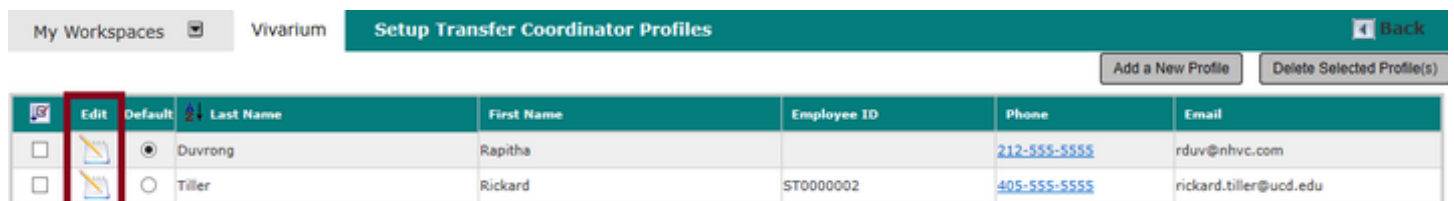


My Workspaces Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

- Setup Cage Reason and Description
- Setup Separation Numbering
- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile**
- Setup Treatment Plan Templates by Species

The **Setup Transfer Coordinator Profiles** page is opened. Click the icon in the **Edit** column to view a record shown in the list.



	Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>		<input checked="" type="radio"/>	Duvrong	Rapitha		212-555-5555	rduv@nhvc.com
<input type="checkbox"/>		<input type="radio"/>	Tiller	Rickard	ST0000002	405-555-5555	rickard.tiller@ucd.edu

The user profile is opened for viewing.

My Workspaces ▾ Vivarium **Setup Transfer Coordinator Profiles** Back Save Profile

Employee ID:
 Prefix: Dr.
 First Name: Rapitha
 Middle Name: R
 Last Name: Duvrong
 Suffix:
 Street1: 2486 S. Perdido
 Street2: #712
 City: New York
 County/Parish: New York
 State: NY: New York
 Province:
 Country: USA: UNITED STATES
 Zip/Postal Code: 66502
 Phone: [212-555-5555](tel:212-555-5555)
 Fax:
 Email: rduv@nhvc.com

Note that the record is opened as read-only, no edits to the user record can be made directly on this page. User records must be edited under User Accounts. For more information about editing user accounts, see the iRIS™ System Administration manual.

Click either the **Back** button or the **Save Profile** button to return to the **Setup Transfer Coordinator Profiles** page.

Delete Transfer Coordinator Profile

Navigate to ARC > Review Board Administration and click the **Setup Transfer Coordinator Profile** link on the **System Setup** tab.

My Workspaces ▾ Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

- Setup Cage Reason and Description
- Setup Separation Numbering
- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- Setup Veterinarian Profile
- **Setup Transfer Coordinator Profile** ←
- Setup Treatment Plan Templates by Species

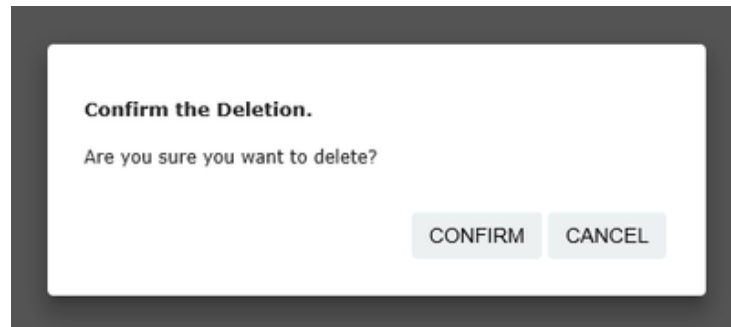
The **Setup Transfer Coordinator Profiles** page is opened.

My Workspaces ▾ Vivarium **Setup Transfer Coordinator Profiles** Back Add a New Profile Delete Selected Profile(s)

	Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>		<input type="radio"/>	Duvrong	Rapitha		212-555-5555	rduv@nhvc.com
<input type="checkbox"/>		<input checked="" type="radio"/>	Tiller	Rickard	ST0000002	405-555-5555	rickard.tiller@ucd.edu

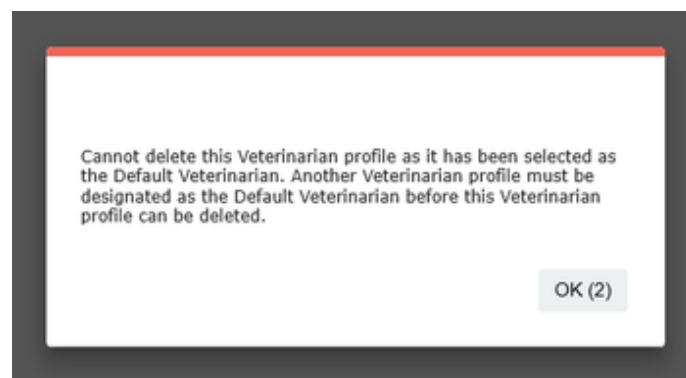
Note that deleting a transfer coordinator profile removes the user from the list of transfer coordinators available for assignment to animal studies, but it does not delete the underlying user record.

Select the checkbox(es) in the far-left column to select the profile record(s) to be deleted and click the **Delete Selected Profile(s)** button. As indicated in the screenshot above, in this example the second profile is selected and the delete button has been clicked. A confirmation popup window appears.



Click the **CANCEL** button to close the popup window without deleting the profile.

Click the **CONFIRM** button to proceed with profile deletion. In this case, a second warning popup window appears because the profile to be deleted is designated as the default profile. *Note that the same warning popup is used for both Default Veterinarian and Default Transfer Coordinator.*



To resolve this error, a different transfer coordinator profile must be designated as the default.

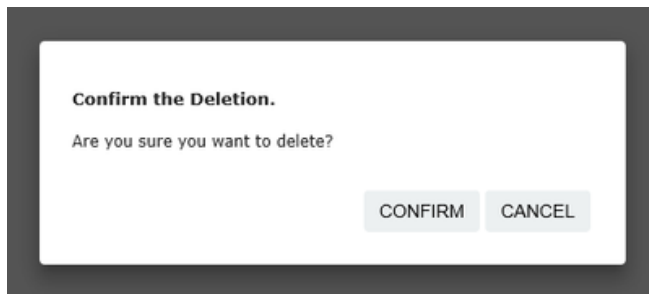
Select the radio button in the **Default** column for the applicable profile to designate it as the default. In the example shown below, the first profile has been designated as the default (blue box).



The screenshot shows a web interface for "Setup Transfer Coordinator Profiles". At the top, there are tabs for "My Workspaces" and "Vivarium", and a "Back" button. Below the tabs are two buttons: "Add a New Profile" and "Delete Selected Profile(s)". The main content is a table with the following columns: Edit, Default, Last Name, First Name, Employee ID, Phone, and Email. The first row has a checkbox, a pencil icon, a radio button (highlighted with a blue box), "Duvrong", "Rapitha", an empty Employee ID, "212-555-5555", and "rduv@nhvc.com". The second row has a checkbox (highlighted with a red box), a pencil icon, an unselected radio button, "Tiller", "Rickard", "ST0000002", "405-555-5555", and "rickard.tiller@ucd.edu".

Edit	Default	Last Name	First Name	Employee ID	Phone	Email
<input type="checkbox"/>	<input checked="" type="radio"/>	Duvrong	Rapitha		212-555-5555	rduv@nhvc.com
<input type="checkbox"/>	<input type="radio"/>	Tiller	Rickard	ST0000002	405-555-5555	rickard.tiller@ucd.edu

Select the checkbox(es) in the far-left column for the profile record(s) to be deleted and click the **Delete Selected Profile(s)** button. A confirmation popup window appears.



Click the **CANCEL** button to close the popup window without deleting the profile.

Click the **CONFIRM** button to proceed with profile deletion. The user profile is removed from the list on the **Setup Transfer Coordinator Profiles** page.

My Workspaces		Vivarium	Setup Transfer Coordinator Profiles					Back	
								Add a New Profile	Delete Selected Profile(s)
	Edit	Default	Last Name	First Name	Employee ID	Phone	Email		
<input type="checkbox"/>		<input checked="" type="radio"/>	Duvrong	Rapitha		212-555-5555	rduv@nhvc.com		

Setup Treatment Plan Templates by Species

Many institutions have developed standardized treatment plans for the animal subjects involved in their research studies. The iRIST™ system includes a treatment plan template function that allows for setup, editing and maintenance of standardized treatment plans.

Navigate to ARC > Review Board Administration and click the **Setup Treatment Plan Templates by Species** link on the **System Setup** tab. As shown below, the **Setup Treatment Plan Templates by Species List** page opens.

My Workspaces		Vivarium	Setup Treatment Plan Templates by Species List						Back
									Add a New Template
Delete	Edit	Show Comments	Species Name	Template Name	Published?	Last Modified By	Date Modified	Copy	
			Goat (USDA C) Goat (USDA D) Goat (USDA E)	Small Bovine Coronary Treatment Plan	Yes		02/26/2019		
			Mouse (USDA C) Mouse (USDA D) Mouse (USDA E) Rat (USDA C) Rat (USDA D) Rat (USDA E)	Rodent Surgical Care Plan	Yes		12/18/2018		
			Template Applies to All Species	GENERIC	No		08/26/2018		
			Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D)	Canine Care Plan	No		12/13/2018		

The page contains a table listing treatment plan templates with the following columns:

— **Delete**: click this icon to delete the applicable treatment plan template; see the Delete Treatment Plan Template section of this manual for more information

— **Edit**: click this icon to open the applicable treatment plan template for editing; see the Edit Treatment Plan Template section of this manual for more information

— **Show Comments:** click the plus sign in this column to expand the Comments field for the applicable record, as demonstrated in the screenshot below

Delete	Edit	Show Comments	Species Name	Template Name	Published?	Last Modified By	Date Modified	Copy
			Goat (USDA C) Goat (USDA D) Goat (USDA E)	Small Bovine Coronary Treatment Plan	Yes		02/26/2019	
			Mouse (USDA C) Mouse (USDA D) Mouse (USDA E) Rat (USDA C) Rat (USDA D) Rat (USDA E)	Rodent Surgical Care Plan	Yes		12/18/2018	
Comments:			Pre- and post-op care plan for rodents					
			Template Applies to All Species	GENERIC	No		08/26/2018	
Comments:			Generic treatment plan for all species.					
			Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D)	Canine Care Plan	No		12/13/2018	
Comments:			Standard canine well care template for USDA C - E category animals					

— **Species Name:** list of species to which the template is applicable

— **Template Name:** title of the template

— **Published?:** indicates whether the applicable template is published and available for use by study personnel (“Yes”) or still in draft form and hidden from study personnel (“No”)

— **Last Modified By:** if a published template has been revised, the name of the iRIS™ user who most recently unpublished and revised the template is shown here; if the template has never been revised since initial publication this field is blank

— **Date Modified:** if a published template has been revised, the date of the most recent revision is shown here; if the template has never been revised since initial publication this field shows the date the draft template was created

— **Copy:** when creating a new template that’s very like an existing template, click this icon to “clone” the template that’s most like the desired new template; see the Copy Treatment Plan Template section of this manual for more information

Treatment Plan Template Icons

The following icons are used in iRIS™ pages where treatment plan elements appear.

-  **Animal Procedure**
-  **Animal Services**
-  **Animal Data Collections Forms**
-  **Animal Event (Collection of Tasks)**

Add Treatment Plan Template

Navigate to ARC > Review Board Administration and click the **Setup Treatment Plan Templates by Species** link on the **System Setup** tab. As shown below, the **Setup Treatment Plan Templates by Species List** page opens.

My Workspaces	Vivarium	Setup Treatment Plan Templates by Species List	Back					
			Add a New Template					
Delete	Edit	Show Comments	Species Name	Template Name	Published?	Last Modified By	Date Modified	Copy
			Goat (USDA C) Goat (USDA D) Goat (USDA E)	Small Bovine Coronary Treatment Plan	Yes		02/26/2019	
			Mouse (USDA C) Mouse (USDA D) Mouse (USDA E) Rat (USDA C) Rat (USDA D) Rat (USDA E)	Rodent Surgical Care Plan	Yes		12/18/2018	
			Template Applies to All Species	GENERIC	No		08/26/2018	
			Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D)	Canine Care Plan	No		12/13/2018	

Click the **Add a New Template** button. As shown below, an add popup is opened for creation of the new record.

Add a New Animal Plan X

***Template Name:**

Comments:

Enter a unique **Template Name**. Use the **Comments** field to enter a brief description of the template.

Add a New Animal Plan X

***Template Name:**

Comments:

Standard tasks in maintenance of a rodent breeding colony (USDA A).|

Click the red X in the upper right corner to close the popup without creating the new template. Click the **Save Template** button to save the new template.

As shown below, an add panel is opened for entry of additional template details.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name:

Species Name: Add Species

Comments:

Template Applies to All Species Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
No task have been added to the template.							

Click the **Cancel- Return to list** button to save the template record in draft form, with only the **Plan Name (Template Name** in the add popup) and **Comments** fields populated. As shown below, the draft template is added to the list on the **Setup Treatment Plans by Species** page.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species List** Back Add a New Template

Delete	Edit	Show Comments	Species Name	Template Name	Published?	Last Modified By	Date Modified	Copy
✖			Goat (USDA C) Goat (USDA D) Goat (USDA E)	Small Bovine Coronary Treatment Plan	Yes		02/26/2019	
✖			Mouse (USDA C) Mouse (USDA D) Mouse (USDA E) Rat (USDA C) Rat (USDA D) Rat (USDA E)	Rodent Surgical Care Plan	Yes		12/18/2018	
✖			Template Applies to All Species	Rodent Breeding Colony Wellcare	No		11/26/2019	
✖			Template Applies to All Species	GENERIC	No		08/26/2018	
✖			Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D)	Canine Care Plan	No		12/13/2018	

Click the icon in the **Edit** column of a draft template to open it for editing.

Click the **Save Animal Treatment Plan** button at any time to save the template in draft form and return to the main **Setup Treatment Plan Templates by Species** list page.

Click in the **Species Name** field to assign species for the template.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name:

Species Name: Add Species

Comments:

Template Applies to All Species Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
No task have been added to the template.							

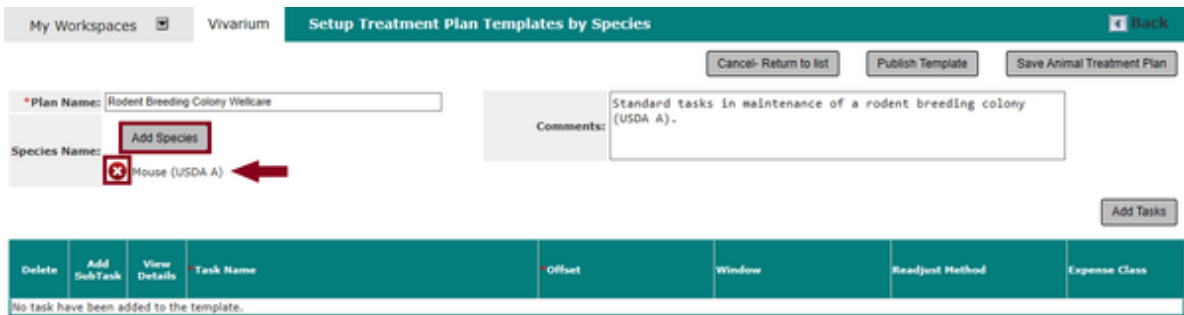
As shown below, a panel containing the **Species Name** dropdown list opens. *Note that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup > Animal Species Configuration List link.*

Click in the field to expand the dropdown list, then click to select the desired **Species Name**. *Note that Species must be added individually, the dropdown list does not allow for multiple selection. Note also that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup > Animal Species Configuration List link.*

As shown below, the selected **Species Name** is shown in the **Species Name** field.

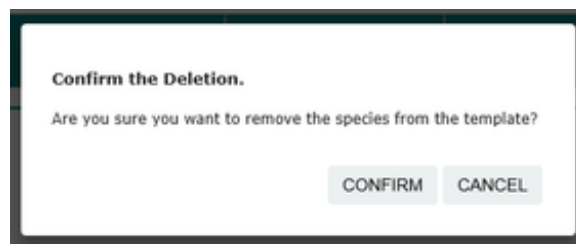
Click the **Cancel** button to close the **Species Name** list panel without assigning the selected **Species Name** to the template.

Click the **Submit** button to close the **Species Name** list panel and assign the selected **Species Name** to the template. As shown below, the selected **Species Name** is added.



Click the **Add Species** button and repeat the steps provided above to assign more species to the template.

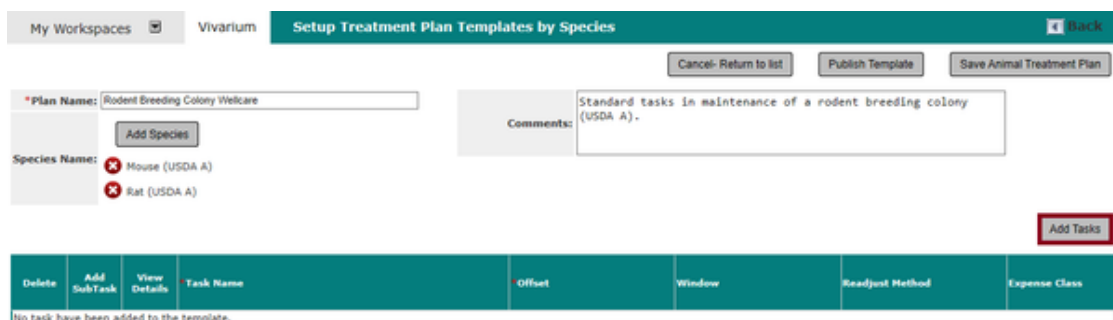
Click the red X icon to the left of the **Species Name** to delete that species from the template. A confirmation popup dialog box appears.



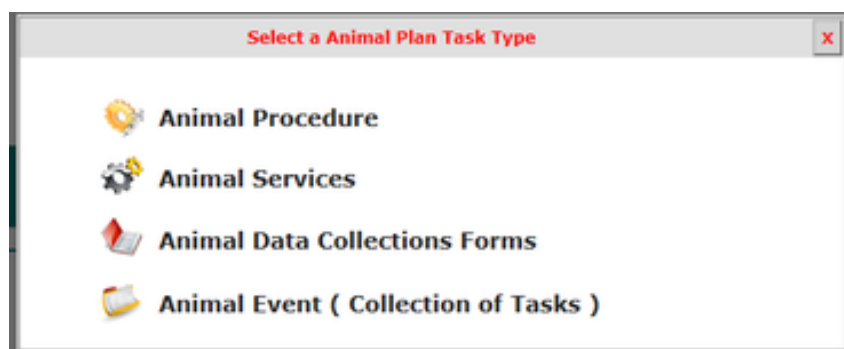
Click the **CANCEL** button to close the popup without deleting the species.

Click the **CONFIRM** button to confirm deletion of the species and close the popup.

Back on the add panel, click the **Add Tasks** button to create the new treatment plan.



The **Select a Animal Plan Task Type** popup opens to prompt selection of a task type.



Available options are:

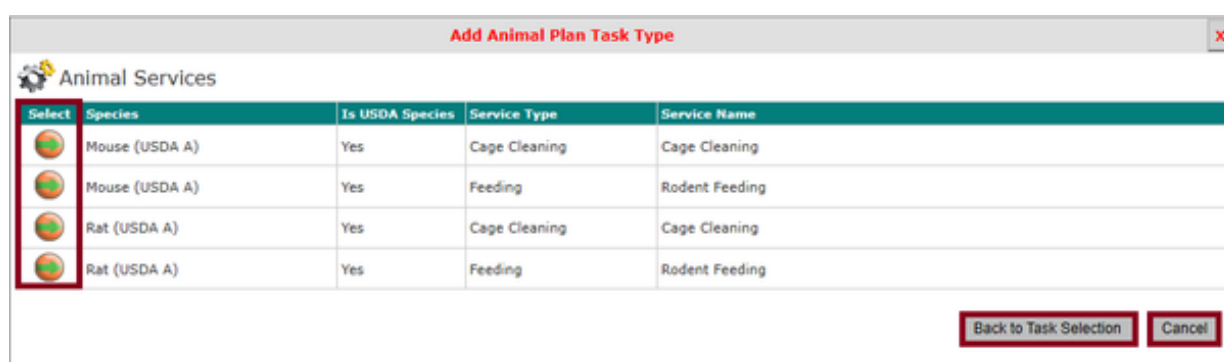
— **Animal Procedure:** used for medical or physical interventions of any kind; *note that the list of available **Animal Procedures** is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Animal Procedure & Service Configuration List link*

— **Animal Services:** used for services needed to maintain healthy stock that do not involve physical contact with the animals (e.g., cage cleaning, feeding, etc.); *note that the list of available **Animal Services** is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Animal Procedure & Service Configuration List link*

— **Animal Data Collections Forms:** used to add data collection and/or documentation tasks; *note that available **Animal Data Collections Forms** are configured under Animal Resource Center > Review Board Administration > List Maintenance Setup tab > Animal Document Categories Configuration List*

— **Animal Event:** used to add a collection of tasks to the template as a single line item; an **Animal Event** can include any of, or all the above task types; see the Create Animal Event subsection of this manual, immediately following the current section, for more information about configuring **Animal Events**

In this example the **Animal Services** link is selected. The following process is the same when **Animal Procedure** is selected. As shown below, the **Add Animal Plan Task Type** popup window opens for selection of a desired task.



*Note that tasks must be added individually in the **Add Animal Plan Task Type** popup, there is no multi-select option. Multiple tasks must be grouped as an **Animal Event** in order to be added in a single step. See the Create Animal Event subsection of this manual, immediately following the current section, for more information about configuring **Animal Events**.*

Click the **Cancel** button to close the popup and return to the **Setup Treatment Plan Templates by Species** add panel without adding any tasks to the treatment plan.

Click the **Back to Task Selection** button to return to the **Select a Animal Plan Task Type** popup to select a different task type.

Click the icon in the **Select** column for the applicable task to add it to the treatment plan. As shown below, the task is added on the treatment plan add panel.

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cage Cleaning	0 Days	0 Days Minus 0 Days Plus	Treatment start date	Cage Cleaning

Click the icon in the **Delete** column to delete the task. A confirmation popup dialog box appears.

Confirm the Deletion.
Are you sure you want to delete?

CONFIRM CANCEL

Click the **CANCEL** button to close the popup without deleting the task.

Click the **CONFIRM** button to confirm deletion of the task and close the popup.

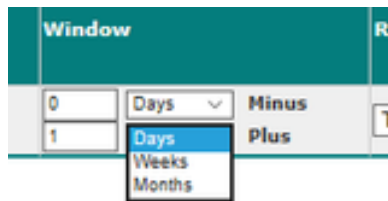
Note that the **Add SubTask** and **View Details** columns are only applicable to **Animal Events**. See the Create Animal Event subsection of this manual, immediately following the current section, for more information about configuring Animal Events.

Back on the **Setup Treatment Plan Templates by Species** add panel, with the task still in place, enter desired values in the provided fields to complete configuration of the task:

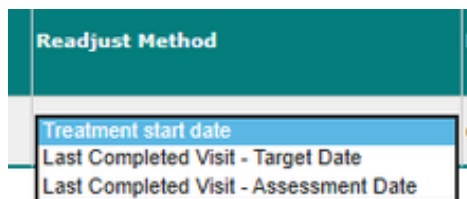
— **Offset**: how many Days / Weeks / Months from the selected **Readjust Method** (second field to the right of **Offset**) this task is first scheduled; click in the Days field to open a dropdown list that includes Weeks and Months options, shown below

Offset: 1 [Days | Weeks | Months]

— **Window**: how many days before or after the scheduled task date the task can be completed; in this example the task is to be completed every other day, so the default value of 0 Days Minus is left in place and a value of 1 Days Plus is entered; as with the **Offset** field, a dropdown list is provided for selection of Days, Weeks or Months



— **Readjust Method**: the start date from which any **Offset** field values are to be applied



Select “Treatment start date” in the **Readjust Method** field to offset beginning from the start of animal subject treatment or holding. This selection is commonly used for tasks that are not dependent on any specific study activity.

Select “Last Completed Visit – Target Date” in the **Readjust Method** field to offset beginning from the date of the most recently scheduled visit by veterinary or study personnel, whether the visit occurred on that date or not. This selection is commonly used for events that are intended to be completed after, or near, scheduled visits from veterinary or study personnel. Use the Offset Days Minus and/or Offset Days Plus fields to provide an acceptable window for task completion on either side of the scheduled visit.

Select “Last Completed Visit – Assessment Date” in the **Readjust Method** field to offset beginning from the date of the most recent assessment by veterinary or study personnel. This selection is commonly used for events that are intended to be completed after, or near, veterinary or study personnel assessments of subject animals. Use the Offset Days Minus and/or Offset Days Plus fields to provide an acceptable window for task completion on either side of the assessment.

An example of a complete task entry is shown in the screenshot below. Notice that all data entry fields on the page remain unlocked while the template is unpublished.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** ⌕ Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name:

Species Name: ✖ Mouse (USDA A)
✖ Rat (USDA A)

Comments:

Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
✖			Cage Cleaning	1 Days	0 Days 1 Days	Minus Plus	Treatment start date Cage Cleaning

Click the **Add Tasks** button and follow the steps outlined above to add more tasks to the treatment plan.

Click the **Save Animal Treatment Plan** button to save the treatment plan in draft (unpublished) form.

Click the **Publish Template** button to publish the template. As shown below, all data entry fields are locked and only two buttons are provided: **Cancel- Return to list** and **UnPublish Template**.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** ⌕ Back

Cancel- Return to list UnPublish Template

*Plan Name:

Species Name:

Comments:

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
			Cage Cleaning	1 Days	0 Days 1 Days	Minus Plus	Treatment start date Cage Cleaning

Click the **UnPublish Template** button to return the treatment plan to draft status, unlocking all data entry fields and reactivating the **Add Tasks**, **Publish Template** and **Save Animal Treatment Plan** buttons.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** ⌕ Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name:

Species Name: ✖ Mouse (USDA A)
✖ Rat (USDA A)

Comments:

Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
✖			Cage Cleaning	1 Days	0 Days 1 Days	Minus Plus	Treatment start date Cage Cleaning

Create Animal Event

Navigate to ARC > Review Board Administration and click the **Setup Treatment Plan Templates by Species** link on the **System Setup** tab. As shown below, the **Setup Treatment Plan Templates by Species List** page opens.

My Workspaces		Vivarium		Setup Treatment Plan Templates by Species List				Back
Add a New Template								
Delete	Edit	Show Comments	Species Name	Template Name	Published?	Last Modified By	Date Modified	Copy
			Goat (USDA C) Goat (USDA D) Goat (USDA E)	Small Bovine Coronary Treatment Plan	Yes		02/26/2019	
			Mouse (USDA C) Mouse (USDA D) Mouse (USDA E) Rat (USDA C) Rat (USDA D) Rat (USDA E)	Rodent Surgical Care Plan	Yes		12/18/2018	
			Template Applies to All Species	GENERIC	No		08/26/2018	
			Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D)	Canine Care Plan	No		12/13/2018	

Click the **Add a New Template** button. As shown below, an add popup is opened for creation of the new record.

Enter a unique **Template Name**. Use the **Comments** field to enter a brief description of the template.

Click the red X in the upper right corner to close the popup without creating the new template. Click the **Save Template** button to save the new template.

As shown below, an add panel is opened for entry of additional template details.

My Workspaces ▾ Vivarium Setup Treatment Plan Templates by Species Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name:

Species Name: Add Species

Comments:

Template Applies to All Species Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
No task have been added to the template.							

Click in the **Species Name** field to assign species for the template. As shown below, a panel containing the **Species Name** dropdown list opens. *Note that Species must be added individually, the dropdown list does not allow for multiple selection. Note also that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup > Animal Species Configuration List link.*

My Workspaces ▾ Vivarium Setup Treatment Plan Templates by Species Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name:

Species Name:

Comments:

Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
No task have been added to the template.							

Species Name:

- Species Name
- American Crow (USDA A)
- American Crow (USDA B)
- American Crow (USDA C)
- American Crow (USDA D)
- American Crow (USDA E)
- Ant Deer (USDA A)
- Beagle (USDA A)
- Beagle (USDA B)
- Beagle (USDA C)
- Beagle (USDA D)
- Duck (USDA A)
- Fruit Fly (USDA C)
- Goat (USDA A)
- Goat (USDA B)
- Goat (USDA C)
- Goat (USDA D)
- Goat (USDA E)
- Guinea Pig (USDA A)
- Guinea Pig (USDA B)
- Guinea Pig (USDA C)
- Guinea Pig (USDA D)
- Guinea Pig (USDA E)
- Mouse (USDA A)
- Mouse (USDA B)
- Mouse (USDA C)
- Mouse (USDA D)
- Mouse (USDA E)
- Rat (USDA A)
- Rat (USDA B)

Click to select the desired **Species Name**. As shown below, the selected **Species Name** is shown in the **Species Name** field.

Species Name:

Submit Cancel

Click the **Cancel** button to close the **Species Name** list panel without assigning the selected **Species Name** to the template.

Click the **Submit** button to close the **Species Name** list panel and assign the selected **Species Name** to the template. As shown below, the selected **Species Name** is added.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** ⌵ Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name: Rodent Breeding Colony Clean and Feed Event

Species Name: Add Species

House (USDA A) ✖ ➔

Comments: Standard cleaning and feeding tasks to be performed every day on rodent breeding colony cages.

Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
No task have been added to the template.							

Click the **Add Species** button and repeat the steps provided above to assign more species to the template.

Click the red X icon to the left of the **Species Name** to delete that species from the template. A confirmation popup dialog box appears

Confirm the Deletion.

Are you sure you want to remove the species from the template?

CONFIRM CANCEL

Click the **CANCEL** button to close the popup without deleting the species.

Click the **CONFIRM** button to confirm deletion of the species and close the popup.

Back on the add panel, after all desired **Species Names** are added click the **Add Tasks** button to create the new treatment plan.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** ⌵ Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name: Rodent Breeding Colony Clean and Feed Event

Species Name: Add Species

House (USDA A) ✖

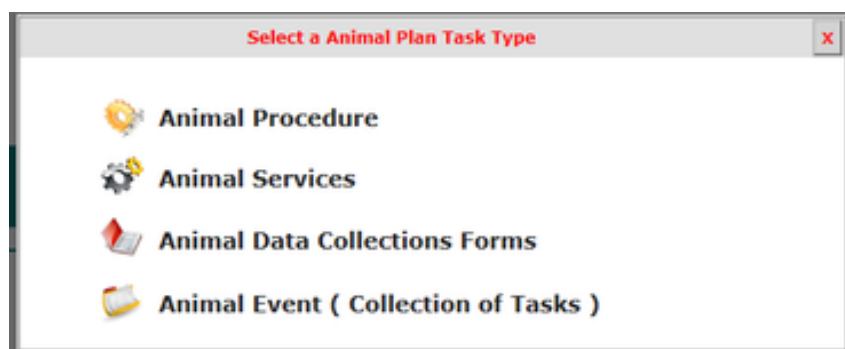
Rat (USDA A) ✖

Comments: Standard cleaning and feeding tasks to be performed every day on rodent breeding colony cages.

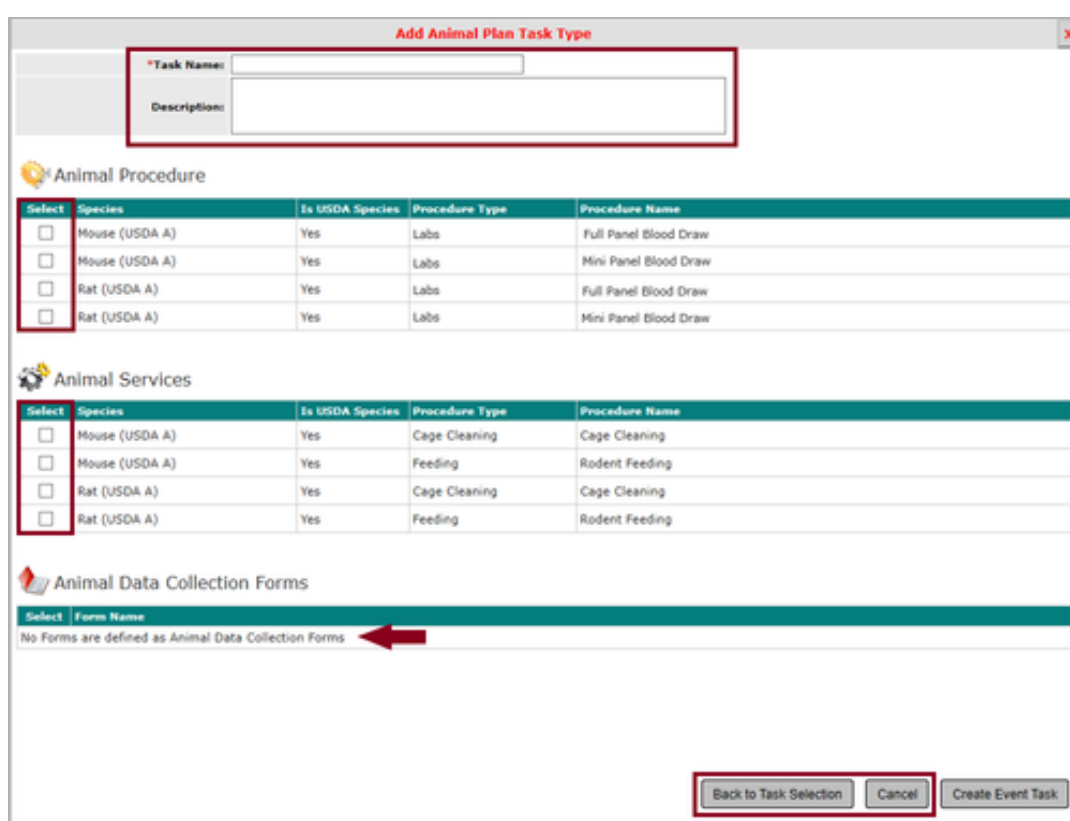
Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
No task have been added to the template.							

The **Select a Animal Plan Task Type** popup opens to prompt selection of a task type.



Click the **Animal Event** link to add a collection of tasks to the template as a single line item. Note that an **Animal Event** can include any of, or all the other task types. As shown below, the **Add Animal Plan Task Type** popup window opens for selection of tasks to be included in the **Animal Event**.



Click the **Back to Task Selection** button to return to the **Select a Animal Plan Task Type** popup.

Click the **Cancel** button to return to the **Setup Treatment Plan Templates by Species List** page.

Enter a unique **Task Name** for the event.

Enter any desired **Description** of the event.

Select the checkboxes in the **Select** column(s) for all tasks to be included in this event.

*Note that in the example screenshot above, no **Animal Data Collection Forms** are configured for the selected species so no line items are provided in that section of the popup. Any **Animal Data Collection Forms** that are configured for the selected species would be included here.*

An example of the filled popup is shown below. In this example, only items in the **Animal Services** section of the popup are selected.

Add Animal Plan Task Type

*Task Name:

Description:

Animal Procedure

Select	Species	Is USDA Species	Procedure Type	Procedure Name
<input type="checkbox"/>	Mouse (USDA A)	Yes	Labs	Full Panel Blood Draw
<input type="checkbox"/>	Mouse (USDA A)	Yes	Labs	Mini Panel Blood Draw
<input type="checkbox"/>	Rat (USDA A)	Yes	Labs	Full Panel Blood Draw
<input type="checkbox"/>	Rat (USDA A)	Yes	Labs	Mini Panel Blood Draw

Animal Services

Select	Species	Is USDA Species	Procedure Type	Procedure Name
<input checked="" type="checkbox"/>	Mouse (USDA A)	Yes	Cage Cleaning	Cage Cleaning
<input checked="" type="checkbox"/>	Mouse (USDA A)	Yes	Feeding	Rodent Feeding
<input checked="" type="checkbox"/>	Rat (USDA A)	Yes	Cage Cleaning	Cage Cleaning
<input checked="" type="checkbox"/>	Rat (USDA A)	Yes	Feeding	Rodent Feeding

Animal Data Collection Forms

Select	Form Name
No Forms are defined as Animal Data Collection Forms	

Click the **Create Event Task** button to save the event. As shown below, the event is added as a line item on the **Setup Treatment Plan Templates by Species** add panel, where data entry fields are provided to complete configuration of the Animal Event. All data entry fields on the add panel remain unlocked for editing until the template is published.

Because the item added is an Animal Event, not an individual task, a folder icon appears to the left of the **Task Name** field and the **Add SubTask** and **View Details** columns are populated with action icons.

My Workspaces **Setup Treatment Plan Templates by Species**

*Plan Name:

Comments:

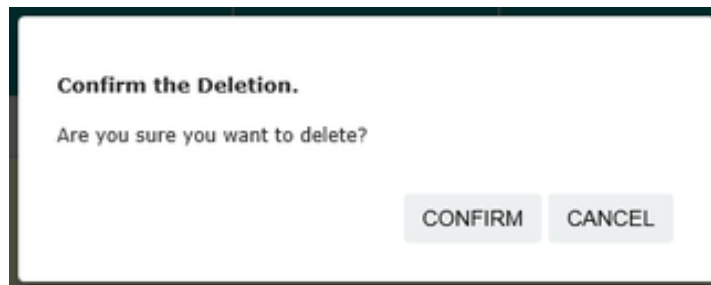
Species Name:

Mouse (USDA A)

Rat (USDA A)

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
<input checked="" type="button" value="X"/>	<input type="button" value="+"/>	<input type="button" value="📁"/>	<input type="button" value="📁"/> Daily Rodent Breeding C	<input type="text" value="0"/> Days	<input type="text" value="0"/> Days <input type="button" value="Minus"/> <input type="button" value="Plus"/>	<input type="text" value="0"/> Days <input type="button" value="Minus"/> <input type="button" value="Plus"/>	Treatment start date

Click the icon in the **Delete** column to delete the Animal Event. *CAUTION: this action will delete the entire event, including all its tasks.* A confirmation popup dialog box appears.



Click the **CANCEL** button to close the popup without deleting the Animal Event.

Click the **CONFIRM** button to confirm deletion of the Animal Event and close the popup.

Back on the add panel, with the Animal Event still in place, click the icon in the **Add SubTask** column to reopen the **Add Animal Plan Task Type** popup and add more tasks to this Animal Event.

Click the plus sign in the **View Details** column to expand the full list of tasks included in the Animal Event, as shown below. Click the plus sign again to collapse the task list.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** Back

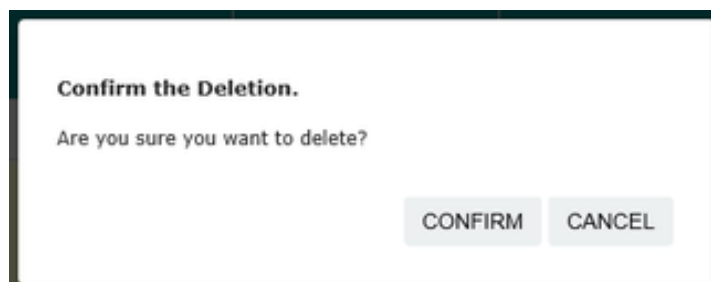
*Plan Name:

Species Name:

Comments: Standard cleaning and feeding tasks to be performed every day on rodent breeding colony cages.

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Daily Rodent Breeding C	0 Days	0 Days Minus 0 Days Plus	Treatment start date	
<input type="checkbox"/>			Cage Cleaning				
<input type="checkbox"/>			Cage Cleaning				
<input type="checkbox"/>			Rodent Feeding				
<input type="checkbox"/>			Rodent Feeding				

Click the icon in the **Delete** column for any individual task to remove that task from the Animal Event. A confirmation popup dialog box appears

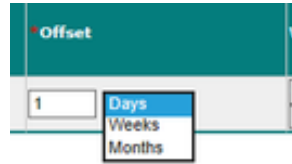


Click the **CANCEL** button to close the popup without deleting the task.

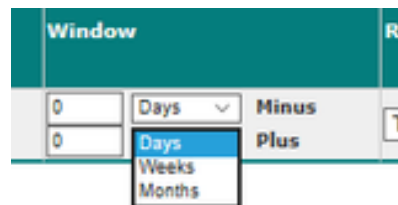
Click the **CONFIRM** button to confirm deletion of the task and close the popup.

Enter desired values in the provided fields to complete configuration of the Animal Event, bearing in mind that entries in these fields will be applied to *all* tasks in the Animal Event:

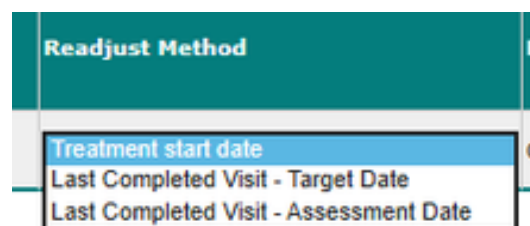
— **Offset:** how many Days / Weeks / Months from the selected **Readjust Method** (second field to the right of **Offset**) this event is first scheduled; click in the Days field to open a dropdown list that includes Weeks and Months options, shown below



— **Window:** how many days before or after the scheduled event date the event can be completed; in this example the event is to be completed every day, so the default value of 0 is left in place for both Days Minus and Days Plus; as with the **Offset** field, a dropdown list is provided for selection of Days, Weeks or Months



— **Readjust Method:** the start date from which any **Offset** field values are to be applied



Select “Treatment start date” in the **Readjust Method** field to offset beginning from the start of animal subject treatment or holding. This selection is commonly used for events that are not dependent on any specific study activity.

Select “Last Completed Visit – Target Date” in the **Readjust Method** field to offset beginning from the date of the most recently scheduled visit by veterinary or study personnel, whether the visit occurred on that date or not. This selection is commonly used for events that are intended to be completed after, or near, scheduled visits from veterinary or study personnel. Use the Offset Days Minus and/or Offset Days Plus fields to provide an acceptable window for task completion on either side of the scheduled visit.

Select “Last Completed Visit – Assessment Date” in the **Readjust Method** field to offset beginning from the date of the most recent assessment by veterinary or study personnel. This selection is commonly used for events that are intended to be completed after, or near, veterinary or study personnel assessments of subject animals. Use the Offset Days Minus and/or Offset Days Plus fields to provide an acceptable window for task completion on either side of the assessment.

An example of a complete event entry is shown in the screenshot below.

My Workspaces Vivarium Setup Treatment Plan Templates by Species Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name: Rodent Breeding Colony Clean and Feed Event

Comments: Standard cleaning and feeding tasks to be performed every day on rodent breeding colony cages.

Add Species

Species Name: House (USDA A) Rat (USDA A)

Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
			Daily Rodent Breeding C	0 Days	0 Days Minus 0 Days Plus	Treatment start date	

Click the **Add Tasks** button to reopen the **Select a Animal Plan Task Type** popup and add more, separate tasks or Animal Events to the template.

Click the **Save Animal Treatment Plan** button to save the template in draft form.

Click the **Publish Template** button to publish the template. As shown below, all data entry fields except for any **Animal Event Task Name** entries are locked.

My Workspaces Vivarium Setup Treatment Plan Templates by Species Back

Cancel- Return to list UnPublish Template

*Plan Name: Rodent Breeding Colony Clean and Feed Event

Comments: Standard cleaning and feeding tasks to be performed every day on rodent breeding colony cages.

Species Name: House (USDA A) Rat (USDA A)

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
			Daily Rodent Breeding C	0 Days	0 Days Minus 0 Days Plus	Treatment start date	

The plus sign icon in the **View Details** column remains active. Click it to expand the list of tasks included in the Animal Event. Notice that **Delete** column icons are still present and active for the individual task line items.

My Workspaces Vivarium Setup Treatment Plan Templates by Species Back

Cancel- Return to list UnPublish Template

*Plan Name: Rodent Breeding Colony Clean and Feed Event

Comments: Standard cleaning and feeding tasks to be performed every day on rodent breeding colony cages.

Species Name: House (USDA A) Rat (USDA A)

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
			Daily Rodent Breeding C	0 Days	0 Days Minus 0 Days Plus	Treatment start date	
			Cage Cleaning				
			Cage Cleaning				
			Rodent Feeding				
			Rodent Feeding				

Only two buttons are provided: **Cancel- Return to list** and **UnPublish Template**.

Click the **UnPublish Template** button to return the treatment plan to draft status, unlocking all data entry fields and reactivating the **Delete** and **Add SubTask** column icons and the **Add Tasks**, **Publish Template** and **Save Animal Treatment Plan** buttons.

My Workspaces Vivarium Setup Treatment Plan Templates by Species Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name: Rodent Breeding Colony Clean and Feed Event

Comments: Standard cleaning and feeding tasks to be performed every day on rodent breeding colony cages.

Add Species

Species Name: Mouse (USDA A) Rat (USDA A)

Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
			Daily Rodent Breeding C	0 Days	0 Days Minus 0 Days Plus	Treatment start date	

Copy Treatment Plan Template

When creating a new template that's very like an existing template, it is possible to "clone" the template that is most like the new template in order to save data entry steps.

In the following example the Small Bovine Coronary Treatment Plan is cloned to create a more limited treatment plan of the same type for the same species. This example is an Animal Event consisting of numerous tasks bundled together, but the general process demonstrated here is the same when working with templates that only include individual tasks.

Navigate to ARC > Review Board Administration and click the **Setup Treatment Plan Templates by Species** link on the **System Setup** tab. As shown below, the **Setup Treatment Plan Templates by Species List** page opens.

My Workspaces Vivarium Setup Treatment Plan Templates by Species List Back

Add a New Template

Delete	Edit	Show Comments	Species Name	Template Name	Published?	Last Modified By	Date Modified	Copy
			Goat (USDA C) Goat (USDA D) Goat (USDA E)	Small Bovine Coronary Treatment Plan	Yes		02/26/2019	
			Mouse (USDA C) Mouse (USDA D) Mouse (USDA E) Rat (USDA C) Rat (USDA D) Rat (USDA E)	Rodent Surgical Care Plan	Yes		12/18/2018	
			Mouse (USDA A) Rat (USDA A)	Rodent Breeding Colony Wellcare	Yes		11/26/2019	
			Mouse (USDA A) Rat (USDA A)	Rodent Breeding Colony Clean and Feed Event	Yes		11/26/2019	
			Template Applies to All Species	GENERIC	No		08/26/2018	
			Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D)	Canine Care Plan	No		12/13/2018	

Click the icon in the **Copy** column for the template to be copied into a new template. As shown in the screenshot below, a new copy (blue box) of the original template (red box) is added to the list.

Notice that by default, the copy is created in the same **Published?** status as the original and defaults to a **Species Name** selection of "Template Applies to All Species".

My Workspaces ▼ Vivarium Setup Treatment Plan Templates by Species List Back Add a New Template

Delete	Edit	Show Comments	Species Name	Template Name	Published?	Last Modified By	Date Modified	Copy
			Goat (USDA C) Goat (USDA D) Goat (USDA E)	Small Bovine Coronary Treatment Plan	Yes		02/26/2019	
			Mouse (USDA C) Mouse (USDA D) Mouse (USDA E) Rat (USDA C) Rat (USDA D) Rat (USDA E)	Rodent Surgical Care Plan	Yes		12/18/2018	
			Mouse (USDA A) Rat (USDA A)	Rodent Breeding Colony Wellcare	Yes		11/26/2019	
			Mouse (USDA A) Rat (USDA A)	Rodent Breeding Colony Clean and Feed Event	Yes		11/26/2019	
			Template Applies to All Species	GENERIC	No		08/26/2018	
			Template Applies to All Species	Copy Small Bovine Coronary Treatment Plan	Yes		11/26/2019	
			Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D)	Canine Care Plan	No		12/13/2018	

Click the icon in the **Edit** column for the new copy. As shown below, the copy is opened in the **Setup Treatment Plan Templates by Species** add panel.

My Workspaces ▼ Vivarium Setup Treatment Plan Templates by Species Back Cancel- Return to list UnPublish Template

*Plan Name: Copy Small Bovine Coronary Treatment Plan

Species Name: Template Applies to All Species

Comments: Template for bovine coronary studies

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
			Small Bovine Cardiology	0 Days	0 Days Minus 0 Days Plus	Treatment start date	

Because this copy is in a published status, it must be returned to draft status before all necessary edits can be made. Click the **UnPublish Template** button to return the copy to draft status and unlock all data entry fields.

My Workspaces ▼ Vivarium Setup Treatment Plan Templates by Species Back Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name: Small Bovine Coronary Limited Treatment Plan

Species Name: Add Species Template Applies to All Species

Comments: Template for limited bovine coronary studies

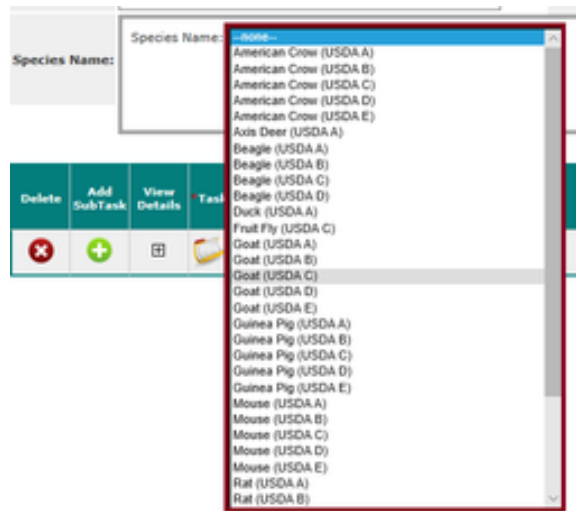
Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
			ovine Limited Cardiology	0 Days	0 Days Minus 0 Days Plus	Treatment start date	

As demonstrated in the screenshot above, make desired changes to the **Plan Name**, **Comments** and **Task Name** fields.

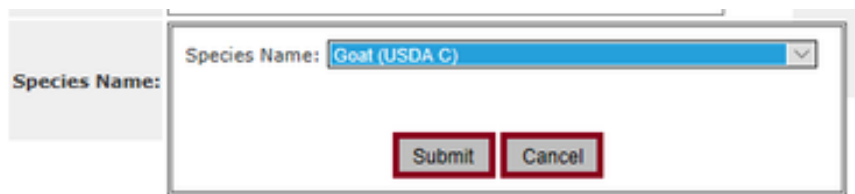
Click the **Add Species** button to assign desired species to the new template. A **Species Name** field appears.

Click in the field to expand a dropdown list of species options, then click to select the desired **Species Name**. *Note that Species must be added individually, the dropdown list does not allow for multiple selection.*



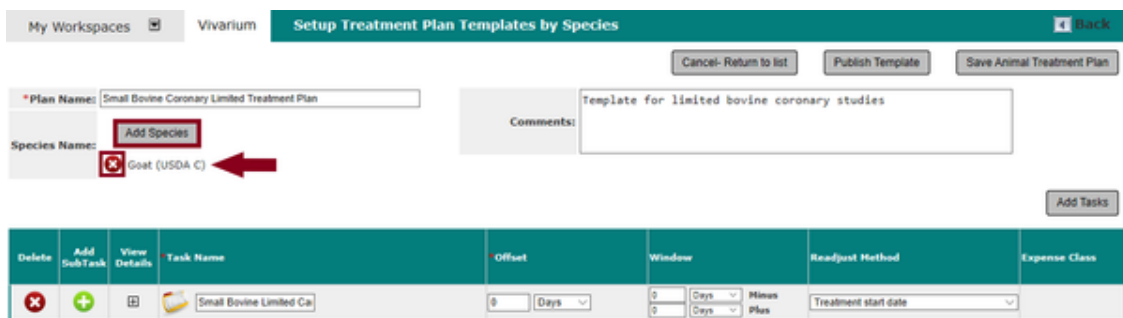
Note also that this list is configured under *Animal Resource Center > Review Board Administration > List Maintenance Setup > Animal Species Configuration List* link.

As shown below, the selected **Species Name** is shown in the **Species Name** field.



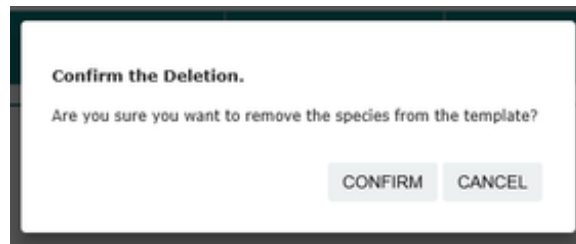
Click the **Cancel** button to close the **Species Name** list panel without assigning the selected **Species Name** to the template.

Click the **Submit** button to close the **Species Name** list panel and assign the selected **Species Name** to the template. As shown below, the selected **Species Name** is added.



Click the **Add Species** button and repeat the steps provided above to assign more species to the template.

Click the red X icon to the left of the **Species Name** to delete that species from the template. A confirmation popup dialog box appears.



Click the **CANCEL** button to close the popup without deleting the species.

Click the **CONFIRM** button to confirm deletion of the species and close the popup.

Back on the **Setup Treatment Plan Templates by Species** add panel, with all desired **Species Names** added, numerous options are available to continue revising the template copy.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** ← Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name: Comments:

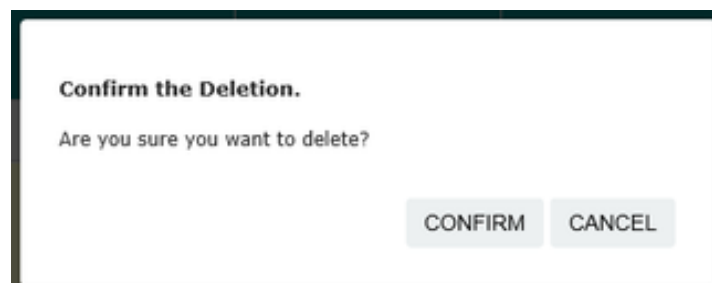
Add Species

Species Name: ✖ Goat (USDA C) ✖ Goat (USDA D)

Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
✖	+	⊞	Small Bovine Limited Ca	<input type="text" value="0"/> Days ▼	<input type="text" value="0"/> Days ▼ Minus <input type="text" value="0"/> Days ▼ Plus	Treatment start date ▼	

Click the icon in the **Delete** column to delete the task or Animal Event. *CAUTION: deleting an Animal Event will delete the entire event, including all its tasks.* A confirmation popup dialog box appears.



Click the **CANCEL** button to close the popup without deleting the Animal Event.

Click the **CONFIRM** button to confirm deletion of the Animal Event and close the popup.

Back on the add panel, with the Animal Event still in place, click the icon in the **Add SubTask** column to open the **Add Animal Plan Task Type** popup and add more tasks to this Animal Event.

Note that the **Add SubTask** icon is only available for Animal Events, not individual tasks.

Click the plus sign in the **View Details** column to expand the full list of tasks included in the Animal Event, as shown below. Click the plus sign again to collapse the task list.

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Small Bovine Limited Ca	0 Days	0 Days Minus Plus	Treatment start date	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Small Bovine Cardiologic Stress Test				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Small Bovine ECG				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Small Bovine Thoracic Imaging				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Small Bovine Treatment Anesthesia				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Small Bovine Treatment Anesthesia Recovery				

Note that the **View Details** icon is only available for Animal Events, not individual tasks.

In this example the bottom three tasks will all be deleted from the Animal Event. The same process is used for deleting individual tasks that are not part of an Animal Event.

Click the icon in the **Delete** column for any individual task to remove that task from the Animal Event (or overall treatment plan template). A confirmation popup dialog box appears.

Confirm the Deletion.
Are you sure you want to delete?

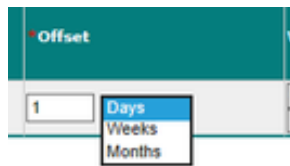
CONFIRM CANCEL

Click the **CANCEL** button to close the popup without deleting the task.

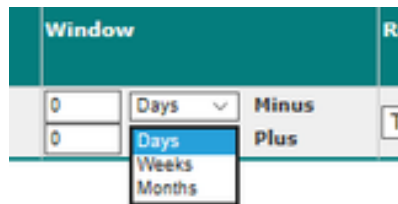
Click the **CONFIRM** button to confirm deletion of the task and close the popup.

Enter desired values in the provided fields to complete configuration of the Animal Event or task, bearing in mind that entries in these fields will be applied to *all* tasks in an Animal Event:

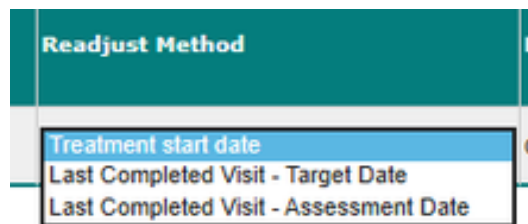
— **Offset**: how many Days / Weeks / Months from the selected **Readjust Method** (second field to the right of **Offset**) this event is first scheduled; click in the Days field to open a dropdown list that includes Weeks and Months options, shown below



— **Window**: how many days before or after the scheduled event date the event can be completed; in this example the event is to be completed once a week and on the same day each week, so the default value of 0 is left in place for both Days Minus and Days Plus; as with the **Offset** field, a dropdown list is provided for selection of Days, Weeks or Months



— **Readjust Method**: the start date from which any **Offset** field values are to be applied

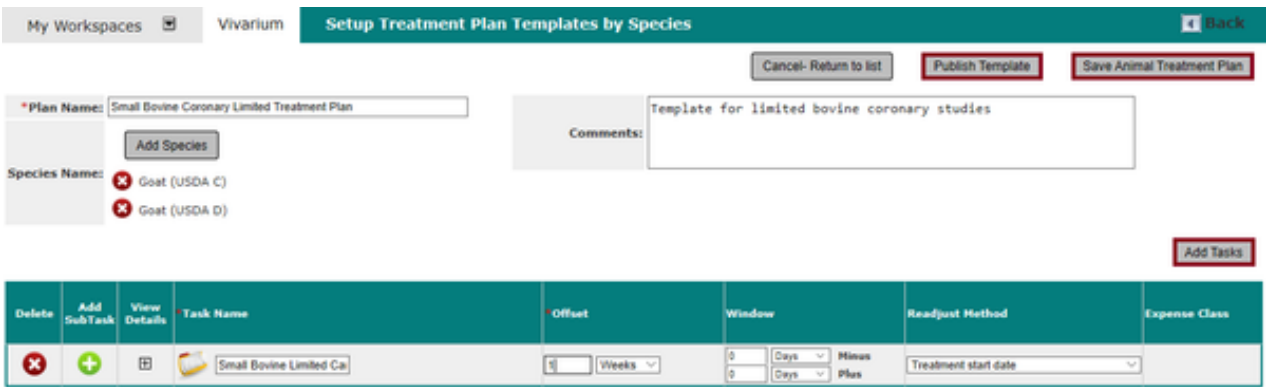


Select “Treatment start date” in the **Readjust Method** field to offset beginning from the start of animal subject treatment or holding. This selection is commonly used for events that are not dependent on any specific study activity.

Select “Last Completed Visit – Target Date” in the **Readjust Method** field to offset beginning from the date of the most recently scheduled visit by veterinary or study personnel, whether the visit occurred on that date or not. This selection is commonly used for events that are intended to be completed after, or near, scheduled visits from veterinary or study personnel. Use the Offset Days Minus and/or Offset Days Plus fields to provide an acceptable window for task completion on either side of the scheduled visit.

Select “Last Completed Visit – Assessment Date” in the **Readjust Method** field to offset beginning from the date of the most recent assessment by veterinary or study personnel. This selection is commonly used for events that are intended to be completed after, or near, veterinary or study personnel assessments of subject animals. Use the Offset Days Minus and/or Offset Days Plus fields to provide an acceptable window for task completion on either side of the assessment.

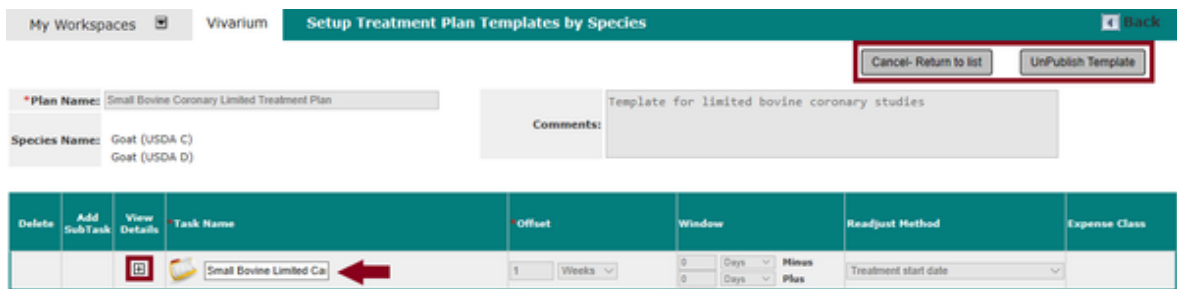
An example of a complete event entry is shown in the screenshot below.



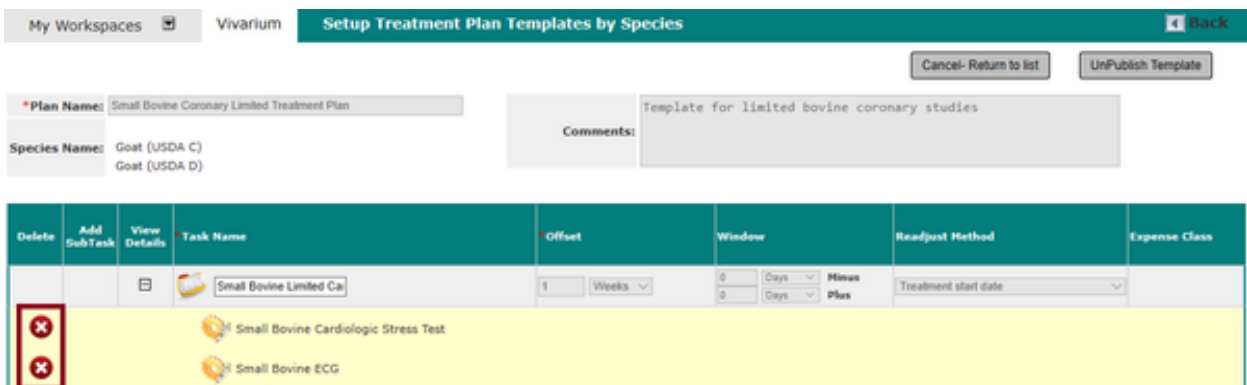
Click the **Add Tasks** button to reopen the **Select a Animal Plan Task Type** popup and add more, separate tasks or Animal Events to the template.

Click the **Save Animal Treatment Plan** button to save the template in draft form.

Click the **Publish Template** button to publish the template. As shown below, all data entry fields except for any **Animal Event Task Name** entries are locked.



The plus sign icon in the **View Details** column remains active. Click it to expand the list of tasks included in the Animal Event. Notice that **Delete** column icons are still present and active for the individual task line items.



Only two buttons are provided: **Cancel- Return to list** and **UnPublish Template**.

Click the **UnPublish Template** button to return the treatment plan to draft status, unlocking all data entry fields and reactivating the **Delete** and **Add SubTask** column icons and the **Add Tasks**, **Publish Template** and **Save Animal Treatment Plan** buttons.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** ⏪ Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name: Comments:

Species Name:

Goat (USDA C)

Goat (USDA D)

Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value="Small Bovine Limited Ca"/>	<input type="text" value="0"/> Weeks	<input type="text" value="0"/> Days <input type="text" value="0"/> Days	Minus Plus	Treatment start date

Edit Treatment Plan Template

In the following example the Small Bovine Coronary Treatment Plan is edited. This example is an Animal Event consisting of numerous tasks bundled together, but the general process demonstrated here is the same when working with templates that only include individual tasks.

Navigate to ARC > Review Board Administration and click the **Setup Treatment Plan Templates by Species** link on the **System Setup** tab. As shown below, the **Setup Treatment Plan Templates by Species List** page opens.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species List** ⏪ Back

Add a New Template

Delete	Edit	Show Comments	Species Name	Template Name	Published?	Last Modified By	Date Modified	Copy
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mouse (USDA A) Rat (USDA A)	Rodent Breeding Colony Wellcare	Yes		11/26/2019	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mouse (USDA A) Rat (USDA A)	Rodent Breeding Colony Clean and Feed Event	Yes		11/26/2019	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Template Applies to All Species	GENERIC	No		08/26/2018	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Template Applies to All Species	Small Bovine Coronary Treatment Plan	Yes		11/26/2019	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D)	Canine Care Plan	No		12/13/2018	<input type="checkbox"/>

Click the icon in the **Edit** column for the applicable template. As shown below, the copy is opened in the **Setup Treatment Plan Templates by Species** add panel.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** ⏪ Back

Cancel- Return to list UnPublish Template

*Plan Name: Comments:

Species Name:

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value="Small Bovine Cardiology"/>	<input type="text" value="0"/> Days	<input type="text" value="0"/> Days <input type="text" value="0"/> Days	Minus Plus	Treatment start date

Because this plan is in a published status, it must be returned to draft status before all necessary edits can be made. Click the **UnPublish Template** button to return the plan to draft status and unlock all data entry fields.

My Workspaces ▼ Vivarium **Setup Treatment Plan Templates by Species** ⏪ Back

*Plan Name:

Species Name: ←

Template Applies to All Species

Comments:

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
<input type="button" value="✖"/>	<input type="button" value="⊕"/>	<input type="button" value="🔍"/>	<input type="text" value="ovine Limited Cardiololo"/>	<input type="text" value="0"/> Days	<input type="text" value="0"/> Days Minus <input type="text" value="0"/> Days Plus	Treatment start date	

As demonstrated in the screenshot above, make desired changes to the **Plan Name**, **Comments** and **Task Name** fields.

Click the **Add Species** button to assign desired species to the template. A **Species Name** field appears.

Click in the field to expand a dropdown list of species options, then click to select the desired **Species Name**. *Note that Species must be added individually, the dropdown list does not allow for multiple selection.*

Species Name:

Delete	Add SubTask	View Details	Task
<input type="button" value="✖"/>	<input type="button" value="⊕"/>	<input type="button" value="🔍"/>	<input type="button" value="📄"/>

- Goat (USDA C)
- Goat (USDA A)
- Goat (USDA B)
- Goat (USDA D)
- Goat (USDA E)
- Guinea Pig (USDA A)
- Guinea Pig (USDA B)
- Guinea Pig (USDA C)
- Guinea Pig (USDA D)
- Guinea Pig (USDA E)
- Mouse (USDA A)
- Mouse (USDA B)
- Mouse (USDA C)
- Mouse (USDA D)
- Mouse (USDA E)
- Rat (USDA A)
- Rat (USDA B)

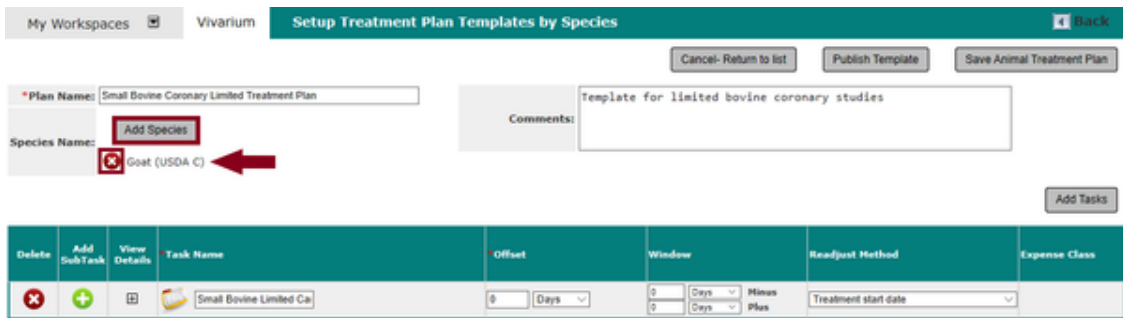
Note also that this list is configured under Animal Resource Center > Review Board Administration > List Maintenance Setup > Animal Species Configuration List link.

As shown below, the selected **Species Name** is shown in the **Species Name** field.

Species Name:

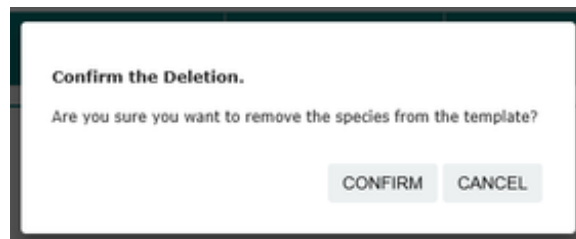
Click the **Cancel** button to close the **Species Name** list panel without assigning the selected **Species Name** to the template.

Click the **Submit** button to close the **Species Name** list panel and assign the selected **Species Name** to the template. As shown below, the selected **Species Name** is added.



Click the **Add Species** button and repeat the steps provided above to assign more species to the template.

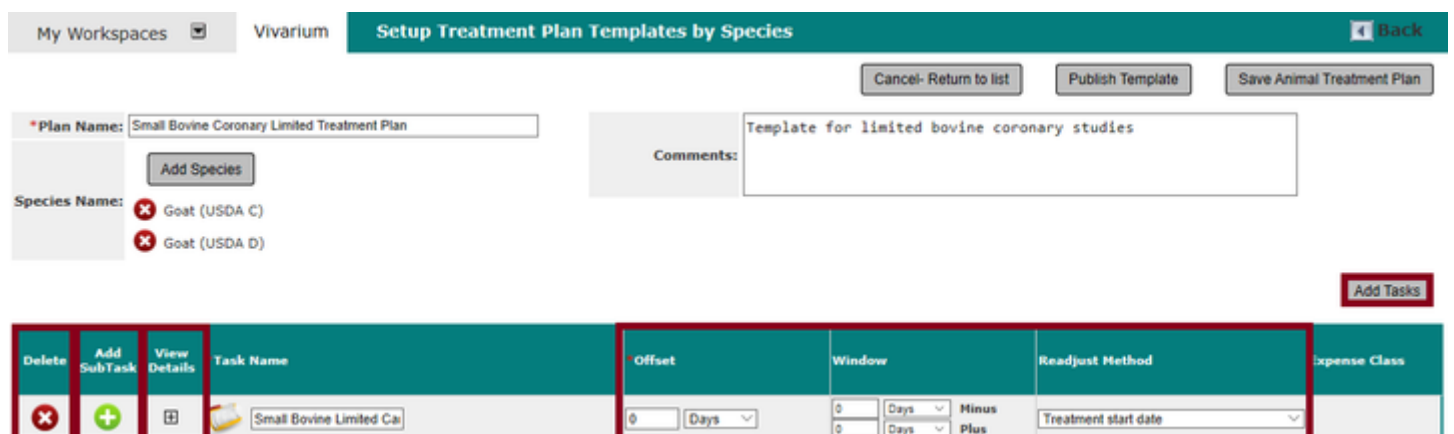
Click the red X icon to the left of the **Species Name** to delete that species from the template. A confirmation popup dialog box appears.



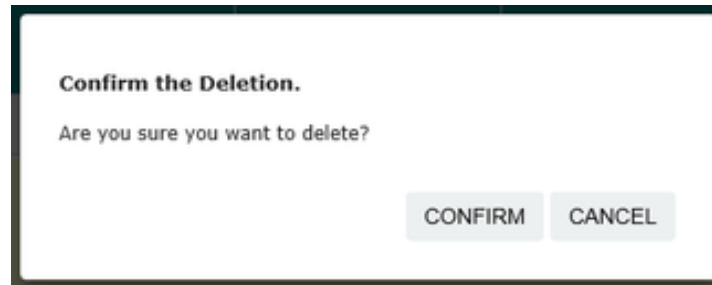
Click the **CANCEL** button to close the popup without deleting the species.

Click the **CONFIRM** button to confirm deletion of the species and close the popup.

Back on the **Setup Treatment Plan Templates by Species** add panel, with all desired **Species Names** added, numerous options are available to continue revising the template.



Click the icon in the **Delete** column to delete the task or Animal Event. *CAUTION: deleting an Animal Event will delete the entire event, including all its tasks.* A confirmation popup dialog box appears.



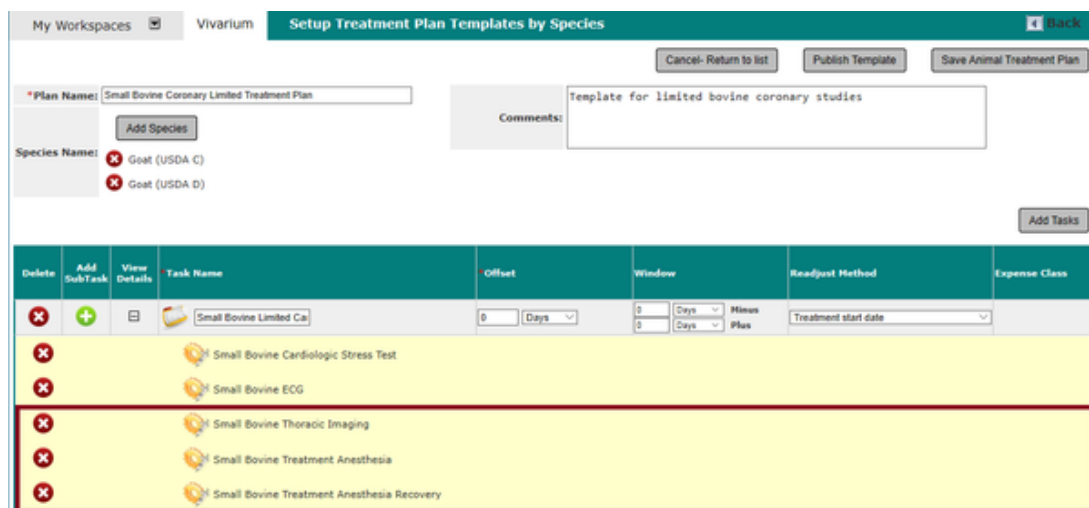
Click the **CANCEL** button to close the popup without deleting the Animal Event.

Click the **CONFIRM** button to confirm deletion of the Animal Event and close the popup.

Back on the add panel, with the Animal Event still in place, click the icon in the **Add SubTask** column to open the **Add Animal Plan Task Type** popup and add more tasks to this Animal Event.

*Note that the **Add SubTask** icon is only available for Animal Events, not individual tasks.*

Click the plus sign in the **View Details** column to expand the full list of tasks included in the Animal Event, as shown below. Click the plus sign again to collapse the task list.

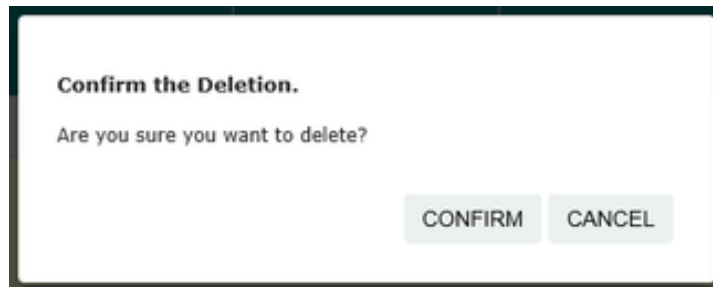


*Note that the **View Details** icon is only available for Animal Events, not individual tasks.*

In this example the bottom three tasks will all be deleted from the Animal Event. The same process is used for deleting individual tasks that are not part of an Animal Event.

Click the icon in the **Delete** column for any individual task to remove that task from the Animal Event (or overall treatment plan template). A confirmation popup dialog box appears.

Click the icon in the **Delete** column for any individual task to remove that task from the Animal Event. A confirmation popup dialog box appears.

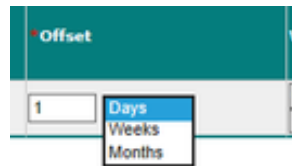


Click the **CANCEL** button to close the popup without deleting the task.

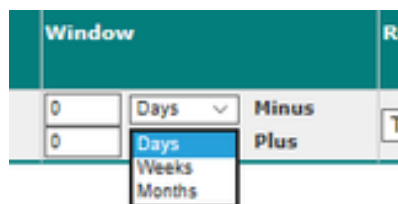
Click the **CONFIRM** button to confirm deletion of the task and close the popup.

Enter desired values in the provided fields to complete configuration of the Animal Event or task, bearing in mind that entries in these fields will be applied to *all* tasks in an Animal Event:

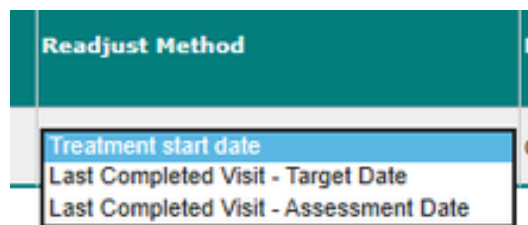
— **Offset**: how many Days / Weeks / Months from the selected **Readjust Method** (second field to the right of **Offset**) this event is first scheduled; click in the Days field to open a dropdown list that includes Weeks and Months options, shown below



— **Window**: how many days before or after the scheduled event date the event can be completed; in this example the event is to be completed once a week, so the default value of 0 is left in place for both Days Minus and Days Plus; as with the **Offset** field, a dropdown list is provided for selection of Days, Weeks or Months



— **Readjust Method**: the start date from which any **Offset** field values are to be applied

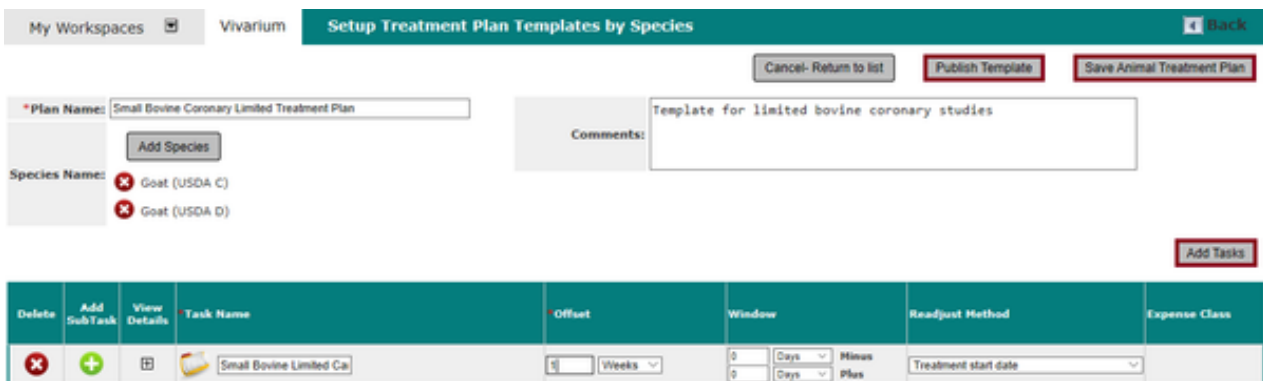


Select “Treatment start date” in the **Readjust Method** field to offset beginning from the start of animal subject treatment or holding. This selection is commonly used for events that are not dependent on any specific study activity.

Select “Last Completed Visit – Target Date” in the **Readjust Method** field to offset beginning from the date of the most recently scheduled visit by veterinary or study personnel, whether the visit occurred on that date or not. This selection is commonly used for events that are intended to be completed after, or near, scheduled visits from veterinary or study personnel. Use the Offset Days Minus and/or Offset Days Plus fields to provide an acceptable window for task completion on either side of the scheduled visit.

Select “Last Completed Visit – Assessment Date” in the **Readjust Method** field to offset beginning from the date of the most recent assessment by veterinary or study personnel. This selection is commonly used for events that are intended to be completed after, or near, veterinary or study personnel assessments of subject animals. Use the Offset Days Minus and/or Offset Days Plus fields to provide an acceptable window for task completion on either side of the assessment.

An example of a complete event entry is shown in the screenshot below.



Click the **Add Tasks** button to reopen the **Select a Animal Plan Task Type** popup and add more, separate tasks or Animal Events to the template.

Click the **Save Animal Treatment Plan** button to save the template in draft form.

Click the **Publish Template** button to publish the template. As shown below, all data entry fields except for any **Animal Event Task Name** entries are locked.

My Workspaces ▾ Vivarium **Setup Treatment Plan Templates by Species** ⌵ Back

Cancel- Return to list UnPublish Template

*Plan Name: Small Bovine Coronary Limited Treatment Plan

Species Name: Goat (USDA C)
Goat (USDA D)

Comments: Template for limited bovine coronary studies

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
			Small Bovine Limited Ca	1 Weeks	0 Days 0 Days	Minus Plus	Treatment start date

The plus sign icon in the **View Details** column remains active. Click it to expand the list of tasks included in the Animal Event. Notice that **Delete** column icons are still present and active for the individual task line items.

My Workspaces ▾ Vivarium **Setup Treatment Plan Templates by Species** ⌵ Back

Cancel- Return to list UnPublish Template

*Plan Name: Small Bovine Coronary Limited Treatment Plan

Species Name: Goat (USDA C)
Goat (USDA D)

Comments: Template for limited bovine coronary studies

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
			Small Bovine Limited Ca	1 Weeks	0 Days 0 Days	Minus Plus	Treatment start date
			Small Bovine Cardiologic Stress Test				
			Small Bovine ECG				

Only two buttons are provided: **Cancel- Return to list** and **UnPublish Template**.

Click the **UnPublish Template** button to return the treatment plan to draft status, unlocking all data entry fields and reactivating the **Delete** and **Add SubTask** column icons and the **Add Tasks**, **Publish Template** and **Save Animal Treatment Plan** buttons.

My Workspaces ▾ Vivarium **Setup Treatment Plan Templates by Species** ⌵ Back

Cancel- Return to list Publish Template Save Animal Treatment Plan

*Plan Name: Small Bovine Coronary Limited Treatment Plan

Species Name: Goat (USDA C)
 Goat (USDA D)

Comments: Template for limited bovine coronary studies

Add Tasks

Delete	Add SubTask	View Details	Task Name	Offset	Window	Readjust Method	Expense Class
			Small Bovine Limited Ca	1 Weeks	0 Days 0 Days	Minus Plus	Treatment start date

Delete Treatment Plan Template

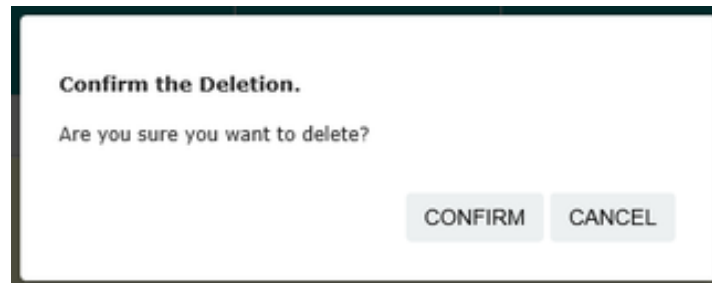
Navigate to ARC > Review Board Administration and click the **Setup Treatment Plan Templates by Species** link on the **System Setup** tab. As shown below, the **Setup Treatment Plan Templates by Species List** page opens.

My Workspaces ▾ Vivarium Setup Treatment Plan Templates by Species List Back

Add a New Template

Delete	Edit	Show Comments	Species Name	Template Name	Published?	Last Modified By	Date Modified	Copy
			Goat (USDA C) Goat (USDA D) Goat (USDA E)	Small Bovine Coronary Treatment Plan	Yes		02/26/2019	
			Goat (USDA C) Goat (USDA D)	Small Bovine Coronary Limited Treatment Plan	Yes		11/26/2019	
			Mouse (USDA C) Mouse (USDA D) Mouse (USDA E) Rat (USDA C) Rat (USDA D) Rat (USDA E)	Rodent Surgical Care Plan	Yes		12/18/2018	
			Mouse (USDA A) Rat (USDA A)	Rodent Breeding Colony Wellcare	Yes		11/26/2019	
			Mouse (USDA A) Rat (USDA A)	Rodent Breeding Colony Clean and Feed Event	Yes		11/26/2019	
			Template Applies to All Species	GENERIC	No		08/26/2018	
			Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D)	Canine Care Plan	No		12/13/2018	

Click the icon in the **Delete** column for the applicable template. In this example the GENERIC template is being deleted. A confirmation popup dialog box appears.



Click the **CANCEL** button to close the popup without deleting the treatment plan.

Click the **CONFIRM** button to confirm deletion of the treatment plan and close the popup.

As shown below, the treatment plan is deleted on the Setup Treatment Plan Templates by Species List page.

My Workspaces ▾ Vivarium Setup Treatment Plan Templates by Species List Back

Add a New Template

Delete	Edit	Show Comments	Species Name	Template Name	Published?	Last Modified By	Date Modified	Copy
			Goat (USDA C) Goat (USDA D) Goat (USDA E)	Small Bovine Coronary Treatment Plan	Yes		02/26/2019	
			Goat (USDA C) Goat (USDA D)	Small Bovine Coronary Limited Treatment Plan	Yes		11/26/2019	
			Mouse (USDA C) Mouse (USDA D) Mouse (USDA E) Rat (USDA C) Rat (USDA D) Rat (USDA E)	Rodent Surgical Care Plan	Yes		12/18/2018	
			Mouse (USDA A) Rat (USDA A)	Rodent Breeding Colony Wellcare	Yes		11/26/2019	
			Mouse (USDA A) Rat (USDA A)	Rodent Breeding Colony Clean and Feed Event	Yes		11/26/2019	
			Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D)	Canine Care Plan	No		12/13/2018	

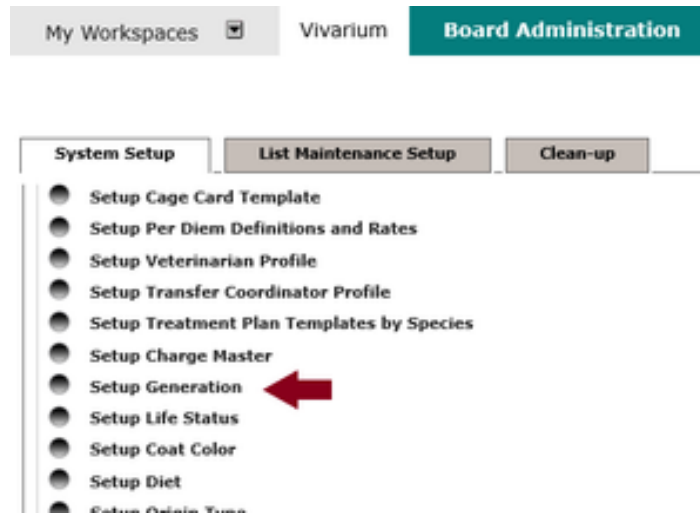
Livestock Management

The iRIS™ system provides tools for full lifespan management of subject animal records, including records related to animal genetics, appearance, breeding, treatment and observation.

Setup Generation

Institutions sometimes have a need to track multiple generations of a subject animal population. For example, in cases where a breeding colony is maintained by the institution, or where research requires study of multiple generations of subject animals in order to gather data for analysis. The iRIS™ system provides generation labeling capabilities via a configuration list.

To access the list, navigate to ARC > Review Board Administration and click the **Setup Generation** link on the **System Setup** tab.



The **Setup Generation** page is opened.

The screenshot shows the 'Setup Generation' page in the iRIS system. The page includes a header with 'My Workspaces', 'Vivarium', and 'Setup Generation'. Below the header are buttons for 'Add a New Generation' and 'Delete Generation(s)'. The main content is a table with columns for 'Add', 'Generation', and 'Reserved'.

Add	Generation	Reserved
<input type="checkbox"/>	AAA	Yes
<input type="checkbox"/>	F01	Yes
<input type="checkbox"/>	F02	Yes
<input type="checkbox"/>	N02	Yes
<input type="checkbox"/>	N03	Yes
<input type="checkbox"/>	N04	Yes
<input type="checkbox"/>	N05	Yes
<input type="checkbox"/>	N06	Yes
<input type="checkbox"/>	N07	Yes
<input type="checkbox"/>	N08	Yes
<input type="checkbox"/>	N09	Yes
<input type="checkbox"/>	N10	Yes
<input type="checkbox"/>	N11	Yes
<input type="checkbox"/>	N12	Yes
<input type="checkbox"/>	N13	Yes
<input type="checkbox"/>	N14	Yes
<input type="checkbox"/>	N15	Yes
<input type="checkbox"/>	N16	Yes
<input type="checkbox"/>	N17	Yes
<input type="checkbox"/>	N18	Yes
<input type="checkbox"/>	N19	Yes
<input type="checkbox"/>	N20	Yes
<input type="checkbox"/>	N21	Yes
<input type="checkbox"/>	N22	Yes
<input type="checkbox"/>	N23	Yes
<input type="checkbox"/>	N24	Yes
<input type="checkbox"/>	N25	Yes
<input type="checkbox"/>	N26	Yes
<input type="checkbox"/>	N27	Yes
<input type="checkbox"/>	N28	Yes
<input type="checkbox"/>	N29	Yes
<input type="checkbox"/>	N30	Yes
<input type="checkbox"/>	N31	No

The list is pre-populated with the following generation labels:

AAA

F01 – F02

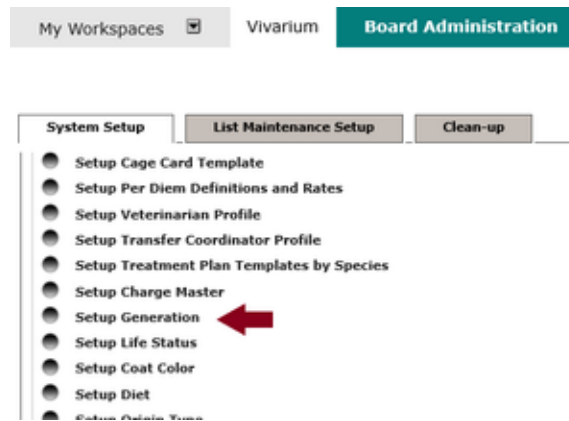
N02 – N30

These labels are **Reserved**, as indicated by a “Yes” in that column, indicating that they cannot be deleted. Reserved labels can be edited, however.

New **Generation** records created by the institution can be edited and deleted.

Add Generation

Navigate to ARC > Review Board Administration and click the **Setup Generation** link on the **System Setup** tab.



The **Setup Generation** page is opened. Click the **Add a New Generation** button.

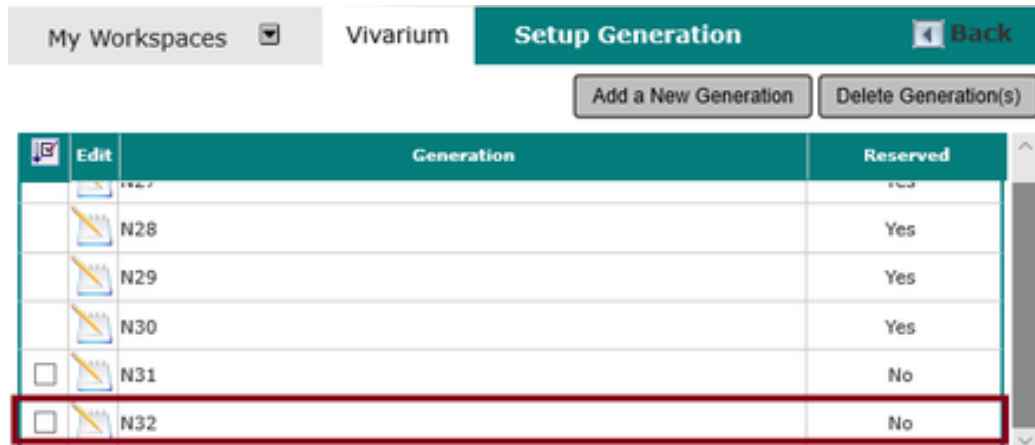
The screenshot shows the 'Setup Generation' page. The 'Add a New Generation' button is highlighted with a red box. The table below shows the current generation labels and their reserved status.

	Edit	Generation	Reserved
		AAA	Yes
		F01	Yes
		F02	Yes
		N02	Yes
		N03	Yes
		N04	Yes
		N05	Yes

An add panel is opened for creation of the new record. Enter a **Generation** label and click the **Save Type** button.

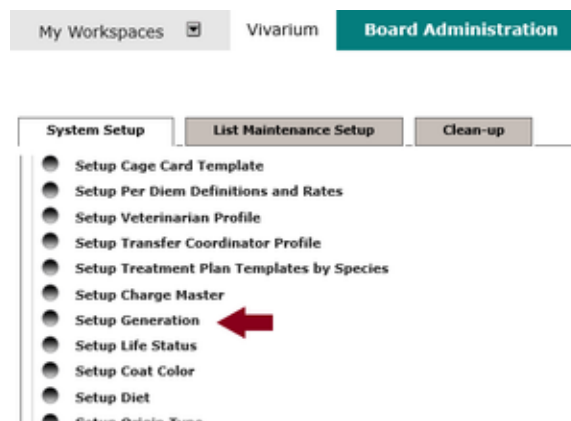


The new record is added on the **Setup Generation** page.



Edit Generation

Navigate to ARC > Review Board Administration and click the **Setup Generation** link on the **System Setup** tab.



The **Setup Generation** page is opened. Click the icon in the **Edit** column for the applicable record.

My Workspaces ▾ Vivarium **Setup Generation** Back

Add a New Generation Delete Generation(s)

Edit	Generation	Reserved
	AAA	Yes
	F01	Yes
	F02	Yes
	N02	Yes
	N03	Yes

The record is opened in an edit panel. Make desired changes and click the **Save Type** button.

My Workspaces ▾ Vivarium **Setup Generation** Back

Save Type

*Generation:

The record is revised on the **Setup Generation** page.

My Workspaces ▾ Vivarium **Setup Generation** Back

Add a New Generation Delete Generation(s)

Edit	Generation	Reserved
	AA	Yes
	F01	Yes
	F02	Yes
	N02	Yes
	N03	Yes
	N04	Yes

Delete Generation

Navigate to ARC > Review Board Administration and click the **Setup Generation** link on the **System Setup** tab.

My Workspaces ▾ Vivarium **Board Administration**

System Setup List Maintenance Setup Clean-up

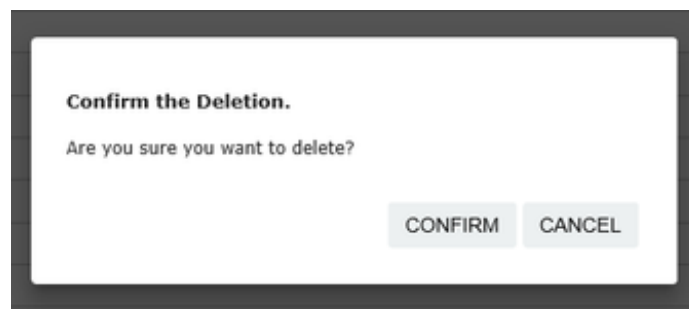
- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species
- Setup Charge Master
- Setup Generation
- Setup Life Status
- Setup Coat Color
- Setup Diet
- Setup Odor Type

The **Setup Generation** page is opened. Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete Generation(s)** button.

	Edit	Generation	Reserved
<input type="checkbox"/>		N28	Yes
<input type="checkbox"/>		N29	Yes
<input type="checkbox"/>		N30	Yes
<input type="checkbox"/>		N31	No
<input checked="" type="checkbox"/>		N32	No

Note that **Reserved** records, indicated by a “Yes” in that column, cannot be deleted.

A confirmation popup dialog appears.



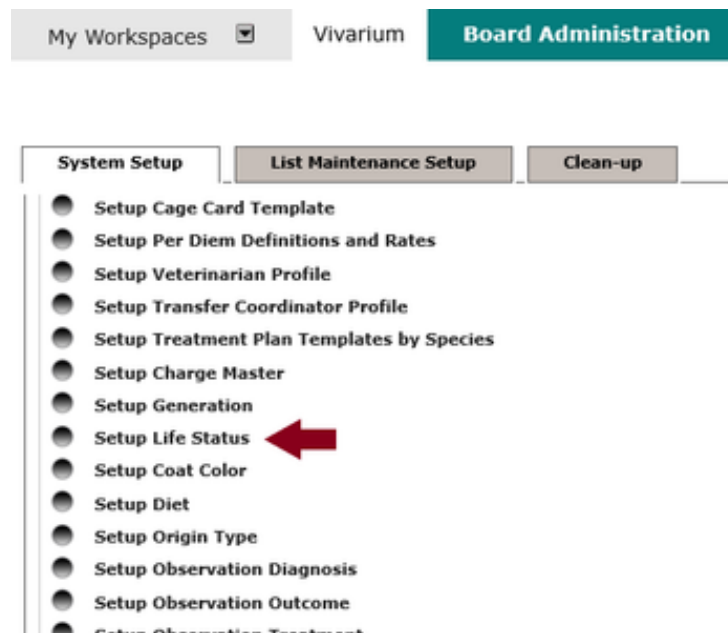
Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Generation** page.

	Edit	Generation	Reserved
<input type="checkbox"/>		N25	Yes
<input type="checkbox"/>		N26	Yes
<input type="checkbox"/>		N27	Yes
<input type="checkbox"/>		N28	Yes
<input type="checkbox"/>		N29	Yes
<input type="checkbox"/>		N30	Yes
<input checked="" type="checkbox"/>		N31	No

Setup Life Status

The vital conditions of research subject animals are configured in iRIS™ via the **Setup Life Status** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Life Status** link on the **System Setup** tab.



The **Setup Life Status** page is opened.

The screenshot shows the 'Setup Life Status' page. At the top, there are buttons for 'Add a New Life Status' and 'Delete selected Life Status'. Below is a table with the following data:

<input type="checkbox"/>	Edit	Life Status	Reserved	Show Value in Dropdown	Allow Edits	Color	Animal in Use
		Alive	Yes	Yes	Yes	Alive	Yes
<input type="checkbox"/>		Deceased	No	Yes	No	Deceased	No
<input type="checkbox"/>		Euthanized	No	Yes	No	Euthanized	No
<input type="checkbox"/>		Transferred	No	Yes	No	Transferred	No
<input type="checkbox"/>		Shipped	No	Yes	No	Shipped	Yes

The iRIS™ system allows institutions the flexibility to create statuses beyond “Alive” and “Deceased” in order to track subject animals with finer granularity.

*Note that the first status, Alive, has an entry of “Yes” in the **Reserved** column. This indicates the status cannot be deleted and its **Life Status** label cannot be changed.*

Add Life Status

Navigate to ARC > Review Board Administration and click the **Setup Life Status** link on the **System Setup** tab.

- System Setup
- List Maintenance Setup
- Clean-up
- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species
- Setup Charge Master
- Setup Generation
- Setup Life Status ←
- Setup Coat Color
- Setup Diet
- Setup Origin Type

The **Setup Life Status** page is opened. Click the **Add a New Life Status** button.

My Workspaces ▼ Vivarium **Setup Life Status** Back

Add a New Life Status Delete selected Life Status

	Edit	Life Status	Reserved	Show Value in Dropdown	Allow Edits	Color	Animal in Use
		Alive	Yes	Yes	Yes	Alive	Yes
<input type="checkbox"/>		Deceased	No	Yes	No	Deceased	No
<input type="checkbox"/>		Euthanized	No	Yes	No	Euthanized	No
<input type="checkbox"/>		Transferred	No	Yes	No	Transferred	No
<input type="checkbox"/>		Shipped	No	Yes	No	Shipped	Yes

An add panel is opened for creation of a new record.

My Workspaces ▼ Vivarium **Setup Life Status** Back

Save Life Status

*Life Status:

Color:

Allow Edits: Yes No

Animal in Use: Yes No

Show value in dropdown? Yes No

Description:

Complete the form as follows.

Life Status — label to indicate condition of subject animals

Color — click the desired color swatch in the grid to select a background color for the status wherever it appears in iRIS™

Allow Edits — select “Yes” to leave this status open for editing, select “No” to lock it from changes; note that the status can still be deleted if this field is set to “No”

Animal in Use — select “Yes” if this status applies to subject animals currently assigned to a study, select “No” for animals not currently assigned to a study

Show Value in Dropdown? — select “Yes” to include this status as a selection option in the Life Status dropdown box wherever it appears in iRIS™, select “No” to exclude this status from the Life Status dropdown box

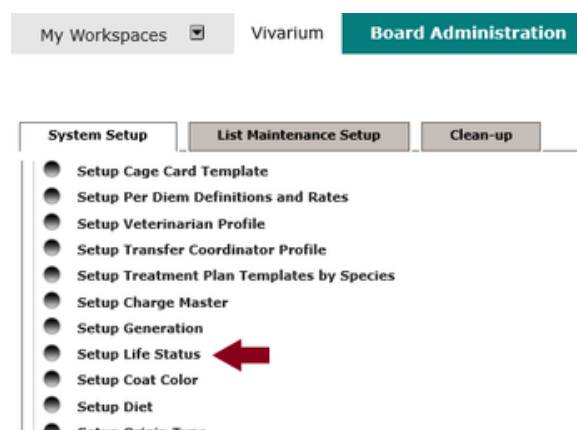
Description — enter a brief description of the status to distinguish this status from any pre-existing statuses

Click the **Save Life Status** button to save the status and close the add panel. The status is added on the **Setup Life Status** page.

Edit	Life Status	Reserved	Show Value in Dropdown	Allow Edits	Color	Animal in Use
<input type="checkbox"/>	Alive	Yes	Yes	Yes	Alive	Yes
<input type="checkbox"/>	Deceased	No	Yes	No	Deceased	No
<input type="checkbox"/>	Euthanized	No	Yes	No	Euthanized	No
<input type="checkbox"/>	Transferred	No	Yes	No	Transferred	No
<input type="checkbox"/>	Shipped	No	Yes	No	Shipped	Yes
<input type="checkbox"/>	Culled	No	Yes	Yes	Culled	No

Edit Life Status

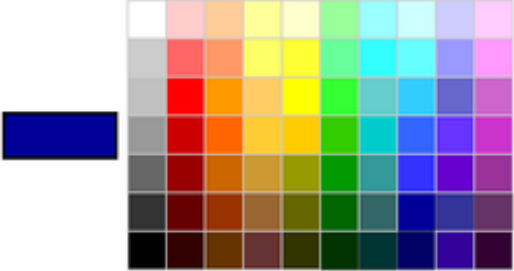
Navigate to ARC > Review Board Administration and click the **Setup Life Status** link on the **System Setup** tab.



The **Setup Life Status** page is opened. Click the icon in the **Edit** column for the applicable record.

My Workspaces		Vivarium	Setup Life Status				Back
		Add a New Life Status		Delete selected Life Status			
	Life Status	Reserved	Show Value in Dropdown	Allow Edits	Color	Animal in Use	
<input type="checkbox"/>	Alive	Yes	Yes	Yes	Alive	Yes	
<input type="checkbox"/>	Deceased	No	Yes	No	Deceased	No	
<input type="checkbox"/>	Euthanized	No	Yes	No	Euthanized	No	
<input type="checkbox"/>	Transferred	No	Yes	No	Transferred	No	
<input type="checkbox"/>	Shipped	No	Yes	No	Shipped	Yes	
<input type="checkbox"/>	Culled	No	Yes	Yes	Culled	No	

The record is opened in an edit panel.

My Workspaces		Vivarium	Setup Life Status		Back
					Save Life Status
*Life Status:		Shipped			
Color:					
Allow Edits:		<input type="radio"/> Yes <input checked="" type="radio"/> No			
Animal in Use:		<input checked="" type="radio"/> Yes <input type="radio"/> No			
Show value in dropdown?		<input checked="" type="radio"/> Yes <input type="radio"/> No			
Description:		Subject animals shipped from one facility to another for co-located studies.			

Make desired changes to the record.

Life Status — label to indicate condition of subject animals

Color — click the desired color swatch in the grid to select a background color for the status wherever it appears in iRIS™

Allow Edits — select “Yes” to leave this status open for editing, select “No” to lock it from changes; note that the status can still be deleted if this field is set to “No”

Animal in Use — select “Yes” if this status applies to subject animals currently assigned to a study, select “No” for animals not currently assigned to a study

Show Value in Dropdown? — select “Yes” to include this status as a selection in the Life Status dropdown box wherever it appears in iRIS™, select “No” to exclude this status from the Life Status dropdown box

Description — enter a brief description of the status that clearly distinguishes this status from any pre-existing statuses

In the example above a different **Color** is selected, and a **Description** is added.

Click the **Save Life Status** button to save the status and close the edit panel. The status is revised on the **Setup Life Status** page.

	Edit	Life Status	Reserved	Show Value in Dropdown	Allow Edits	Color	Animal in Use
		Alive	Yes	Yes	Yes	Alive	Yes
<input type="checkbox"/>		Deceased	No	Yes	No	Deceased	No
<input type="checkbox"/>		Euthanized	No	Yes	No	Euthanized	No
<input type="checkbox"/>		Transferred	No	Yes	No	Transferred	No
<input type="checkbox"/>		Shipped	No	Yes	No	Shipped	Yes
<input type="checkbox"/>		Culled	No	Yes	Yes	Culled	No

Delete Life Status

Navigate to ARC > Review Board Administration and click the **Setup Life Status** link on the **System Setup** tab.

My Workspaces ▼ Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

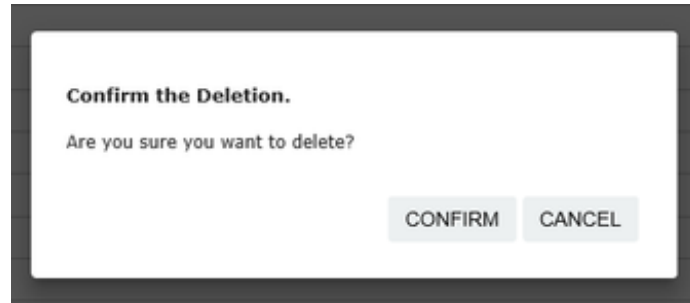
- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species
- Setup Charge Master
- Setup Generation
- Setup Life Status
- Setup Coat Color
- Setup Diet
- Setup Origin Type
- Setup Observation Diagnosis
- Setup Observation Outcome
- Setup Observation Treatment

The **Setup Life Status** page is opened. Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete selected Life Status** button.

	Edit	Life Status	Reserved	Show Value in Dropdown	Allow Edits	Color	Animal in Use
		Alive	Yes	Yes	Yes	Alive	Yes
<input type="checkbox"/>		Deceased	No	Yes	No	Deceased	No
<input type="checkbox"/>		Euthanized	No	Yes	No	Euthanized	No
<input checked="" type="checkbox"/>		Transferred	No	Yes	No	Transferred	No
<input type="checkbox"/>		Shipped	No	Yes	Yes	Shipped	Yes
<input type="checkbox"/>		Culled	No	Yes	No	Culled	No

Note that the first status, Alive, has an entry of "Yes" in the **Reserved** column. This indicates the status cannot be deleted and its **Life Status** label cannot be changed.

A confirmation popup dialog appears.









Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Life Status** page.

My Workspaces ▼ Vivarium **Setup Life Status** ← Back


[Add a New Life Status](#) [Delete selected Life Status](#)

	Edit	Life Status	Reserved	Show Value in Dropdown	Allow Edits	Color	Animal in Use
<input type="checkbox"/>		Alive	Yes	Yes	Yes	Alive	Yes
<input type="checkbox"/>		Deceased	No	Yes	No	Deceased	No
<input type="checkbox"/>		Euthanized	No	Yes	No	Euthanized	No
<input type="checkbox"/>		Shipped	No	Yes	Yes	Shipped	Yes
<input type="checkbox"/>		Culled	No	Yes	No	Culled	No



Setup Coat Color








Research subject animal colors are linked to species in iRIS™ via the **Setup Coat Color** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Coat Color** link on the **System Setup** tab.

System Setup | **List Maintenance Setup** | **Clean-up**

- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species
- Setup Charge Master
- Setup Generation
- Setup Life Status
- Setup Coat Color 
- Setup Diet
- Setup Origin Type
- Setup Observation Diagnosis
- Setup Observation Outcome
- Setup Observation Treatment


The **Setup Coat Color** page is opened.

My Workspaces  Vivarium **Setup Coat Color** 


		Species Name	Coat Color
<input type="checkbox"/>		American Crow (USDA A)	American Crow (USDA A)
<input type="checkbox"/>		American Crow (USDA B)	American Crow (USDA B)
<input type="checkbox"/>		American Crow (USDA C)	American Crow (USDA C)
<input type="checkbox"/>		American Crow (USDA D)	American Crow (USDA D)
<input type="checkbox"/>		American Crow (USDA E)	American Crow (USDA E)

Add Coat Color

Navigate to ARC > Review Board Administration and click the **Setup Coat Color** link on the **System Setup** tab.

My Workspaces  Vivarium **Board Administration**

System Setup | **List Maintenance Setup** | **Clean-up**

- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species
- Setup Charge Master
- Setup Generation
- Setup Life Status
- Setup Coat Color 
- Setup Diet
- Setup Origin Type
- Setup Observation Diagnosis
- Setup Observation Outcome
- Setup Observation Treatment

The **Setup Coat Color** page is opened. Click the **Add a New Coat Color** button.

My Workspaces ▼ Vivarium **Setup Coat Color** ⏪ Back

Add a New Coat Color Delete selected Coat Color

<input type="checkbox"/>	Edit	Species Name	Coat Color
<input type="checkbox"/>		American Crow (USDA A)	American Crow (USDA A)
<input type="checkbox"/>		American Crow (USDA B)	American Crow (USDA B)
<input type="checkbox"/>		American Crow (USDA C)	American Crow (USDA C)
<input type="checkbox"/>		American Crow (USDA D)	American Crow (USDA D)
<input type="checkbox"/>		American Crow (USDA E)	American Crow (USDA E)

An add panel is opened for creation of the new record.

My Workspaces ▼ Vivarium **Setup Coat Color** ⏪ Back

Save Coat Color

*Species: --none-- ▼

Coat Color: --none-- ▼

Click in the **Species** field to open a dropdown picklist and select an item. *Note that this list is maintained under ARC > Review Board Administration > [List Maintenance Setup tab] > Animal Species Configuration List link.*

My Workspaces ▼ Vivarium **Setup Coat Color** ⏪ Back

Save Coat Color

*Species: --none-- ▼

Coat Color: --none-- ▼

- American Crow (USDA A)
- American Crow (USDA B)
- American Crow (USDA C)
- American Crow (USDA D)
- American Crow (USDA E)
- Axis Deer (USDA A)
- Beagle (USDA A)
- Beagle (USDA B)
- Beagle (USDA C)
- Beagle (USDA D)
- Duck (USDA A)
- Fruit Fly (USDA C)
- Goat (USDA A)
- Guinea Pig (USDA A)
- Guinea Pig (USDA B)
- Guinea Pig (USDA C)
- Guinea Pig (USDA D)
- Guinea Pig (USDA E)
- Mouse (USDA A)
- Mouse (USDA B)
- Mouse (USDA C)
- Mouse (USDA D)
- Mouse (USDA E)
- Rat (USDA A)
- Rat (USDA B)
- Rat (USDA C)
- Rat (USDA D)
- Rat (USDA E)
- Syrian Hamster (USDA A)

Click in the **Coat Color** field to open a dropdown picklist and select an item.

My Workspaces ▼ Vivarium **Setup Coat Color** ← Back

Save Coat Color

*Species: Guinea Pig (USDA A) ▼

Coat Color:

- none--
- black
- brown
- gray
- olive
- red
- silver
- white
- yellow

Note that this list is maintained by iMedRIS personnel. Submit any requests for **Coat Color** list changes or additions to your designated iMedRIS contact.

When a **Coat Color** selection is made, a color swatch is displayed to the left of the field. This color will be used as the background for **Coat Color** anywhere this item appears in iRIS™.

My Workspaces ▼ Vivarium **Setup Coat Color** ← Back

Save Coat Color








*Species: Guinea Pig (USDA A) ▼

Coat Color: brown ▼

Click the **Save Coat Color** button to save the record and return to the **Setup Coat Color** page. The record is added on the **Setup Coat Color** page.

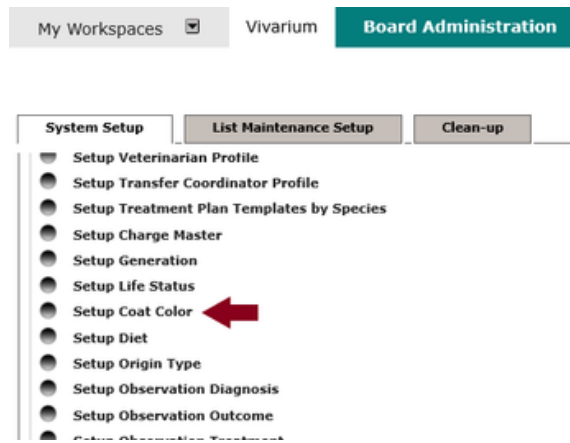
My Workspaces ▼ Vivarium **Setup Coat Color** ← Back

Add a New Coat Color Delete selected Coat Color

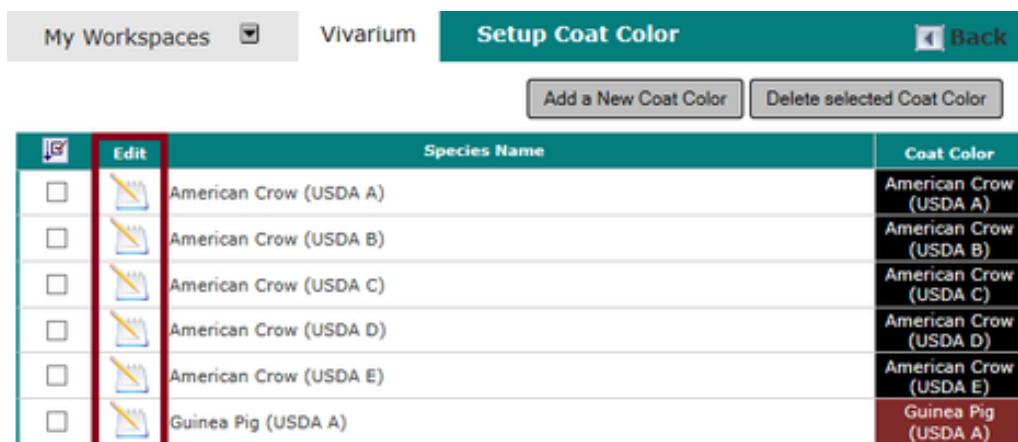
	Edit	Species Name	Coat Color
<input type="checkbox"/>		American Crow (USDA A)	American Crow (USDA A)
<input type="checkbox"/>		American Crow (USDA B)	American Crow (USDA B)
<input type="checkbox"/>		American Crow (USDA C)	American Crow (USDA C)
<input type="checkbox"/>		American Crow (USDA D)	American Crow (USDA D)
<input type="checkbox"/>		American Crow (USDA E)	American Crow (USDA E)
<input type="checkbox"/>		Guinea Pig (USDA A)	Guinea Pig (USDA A)

Edit Coat Color

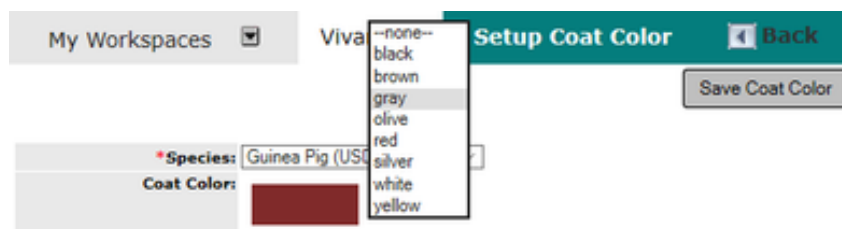
Navigate to ARC > Review Board Administration and click the **Setup Coat Color** link on the **System Setup** tab.



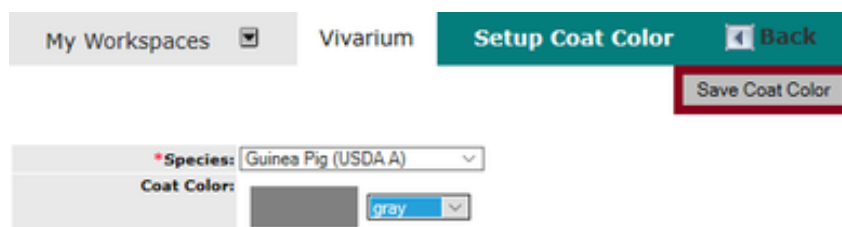
The **Setup Coat Color** page is opened. Click the icon in the **Edit** column for the applicable record.



The record is opened in an edit panel. In the example below, the **Coat Color** field for the Guinea Pig (USDA A) record is changed from brown to gray.



When the new color is selected, the color swatch updates to match.



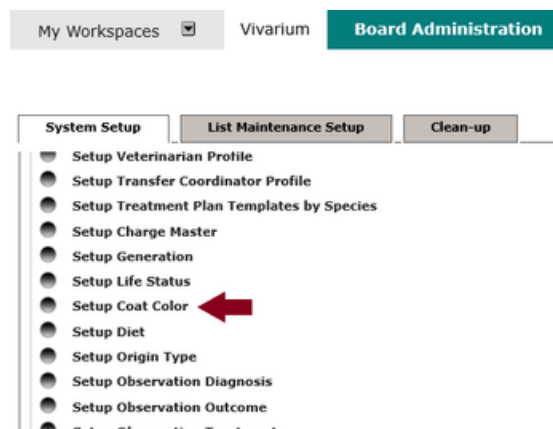
Note that the **Coat Color** list is maintained by iMedRIS personnel. Submit any requests for **Coat Color** list changes or additions to your designated iMedRIS contact.

Click the **Save Coat Color** button to save changes and close the edit panel. The record is revised on the **Setup Coat Color** page.

<input type="checkbox"/>	Edit	Species Name	Coat Color
<input type="checkbox"/>		American Crow (USDA A)	American Crow (USDA A)
<input type="checkbox"/>		American Crow (USDA B)	American Crow (USDA B)
<input type="checkbox"/>		American Crow (USDA C)	American Crow (USDA C)
<input type="checkbox"/>		American Crow (USDA D)	American Crow (USDA D)
<input type="checkbox"/>		American Crow (USDA E)	American Crow (USDA E)
<input type="checkbox"/>		Guinea Pig (USDA A)	Guinea Pig (USDA A)

Delete Coat Color

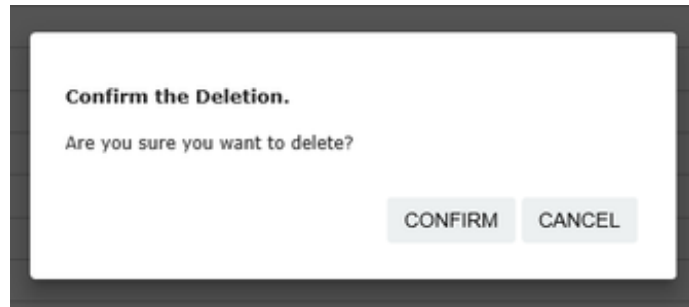
Navigate to ARC > Review Board Administration and click the **Setup Coat Color** link on the **System Setup** tab.



The **Setup Coat Color** page is opened. Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete selected Coat Color** button.

<input type="checkbox"/>	Edit	Species Name	Coat Color
<input type="checkbox"/>		American Crow (USDA A)	American Crow (USDA A)
<input type="checkbox"/>		American Crow (USDA B)	American Crow (USDA B)
<input type="checkbox"/>		American Crow (USDA C)	American Crow (USDA C)
<input type="checkbox"/>		American Crow (USDA D)	American Crow (USDA D)
<input type="checkbox"/>		American Crow (USDA E)	American Crow (USDA E)
<input checked="" type="checkbox"/>		Guinea Pig (USDA A)	Guinea Pig (USDA A)

A confirmation popup dialog appears.






Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Coat Color** page.



The screenshot shows the 'Setup Coat Color' page in iRIS. The page has a header with 'My Workspaces' (dropdown), 'Vivarium', and 'Setup Coat Color' (with a 'Back' button). Below the header are two buttons: 'Add a New Coat Color' and 'Delete selected Coat Color'. The main content is a table with the following data:

	Edit	Species Name	Coat Color
<input type="checkbox"/>		American Crow (USDA A)	American Crow (USDA A)
<input type="checkbox"/>		American Crow (USDA B)	American Crow (USDA B)
<input type="checkbox"/>		American Crow (USDA C)	American Crow (USDA C)
<input type="checkbox"/>		American Crow (USDA D)	American Crow (USDA D)
<input type="checkbox"/>		American Crow (USDA E)	American Crow (USDA E)

Setup Diet

Research subject animal diets are configured in iRIS™ via the **Setup Diet** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Diet** link on the **System Setup** tab.

System Setup | List Maintenance Setup | Clean-up

- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species
- Setup Charge Master
- Setup Generation
- Setup Life Status
- Setup Coat Color
- **Setup Diet**
- Setup Origin Type
- Setup Observation Diagnosis
- Setup Observation Outcome

The **Setup Diet** page is opened.

My Workspaces Vivarium **Setup Diet** Back

	Edit	Species	Diet
<input type="checkbox"/>		Goat (USDA A)	Timothy Hay
<input type="checkbox"/>		Mouse (USDA A)	Pellets
<input type="checkbox"/>		Guinea Pig (USDA A)	Pellets
<input type="checkbox"/>		American Crow (USDA A)	Corvid Mix

Add Diet

Navigate to ARC > Review Board Administration and click the **Setup Diet** link on the **System Setup** tab.

My Workspaces Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species
- Setup Charge Master
- Setup Generation
- Setup Life Status
- Setup Coat Color
- **Setup Diet**
- Setup Origin Type
- Setup Observation Diagnosis
- Setup Observation Outcome

The **Setup Diet** page is opened. Click the **Add a New Diet** button.

My Workspaces		Vivarium	Setup Diet	Back
			Add a New Diet	Delete Diet(s)
<input type="checkbox"/>	Edit	Species	Diet	
<input type="checkbox"/>		Goat (USDA A)	Timothy Hay	
<input type="checkbox"/>		Mouse (USDA A)	Pellets	
<input type="checkbox"/>		Guinea Pig (USDA A)	Pellets	
<input type="checkbox"/>		American Crow (USDA A)	Corvid Mix	

An add panel is opened for creation of the new record.

My Workspaces		Vivarium	Setup Diet	Back
			Save Diet	
*Species:	<input type="text" value="--none--"/>			
*Diet:	<input type="text"/>			

Click in the **Species** field to open a dropdown picklist and select an item. *Note that this list is maintained under ARC > Review Board Administration > [List Maintenance Setup tab] > Animal Species Configuration List link.*

My Workspaces		Vivarium	Setup Diet	Back
			Save Diet	
*Species:	<div style="border: 1px solid black; padding: 5px;"> --none-- <ul style="list-style-type: none"> American Crow (USDA A) American Crow (USDA B) American Crow (USDA C) American Crow (USDA D) American Crow (USDA E) Axis Deer (USDA A) Beagle (USDA A) Beagle (USDA B) Beagle (USDA C) Beagle (USDA D) Duck (USDA A) Fruit Fly (USDA C) Goat (USDA A) Guinea Pig (USDA A) Guinea Pig (USDA B) Guinea Pig (USDA C) Guinea Pig (USDA D) Guinea Pig (USDA E) Mouse (USDA A) Mouse (USDA B) Mouse (USDA C) Mouse (USDA D) Mouse (USDA E) Rat (USDA A) Rat (USDA B) Rat (USDA C) Rat (USDA D) Rat (USDA E) Syrian Hamster (USDA A) </div>			
*Diet:	<input type="text"/>			

Enter the desired **Diet**.

My Workspaces ▾ Vivarium **Setup Diet** ◀ Back

***Species:** Beagle (USDA A) ▾

***Diet:** Purina Dog Chow ✕

Save Diet

Click the **Save Diet** button to save the record and return to the **Setup Diet** page. The record is added.

My Workspaces ▾ Vivarium **Setup Diet** ◀ Back

Add a New Diet Delete Diet(s)

	Edit	Species	Diet
<input type="checkbox"/>		Goat (USDA A)	Timothy Hay
<input type="checkbox"/>		Mouse (USDA A)	Pellets
<input type="checkbox"/>		Guinea Pig (USDA A)	Pellets
<input type="checkbox"/>		American Crow (USDA A)	Corvid Mix
<input type="checkbox"/>		Beagle (USDA A)	Purina Dog Chow

Edit Diet

Navigate to ARC > Review Board Administration and click the **Setup Diet** link on the **System Setup** tab.

My Workspaces ▾ Vivarium **Board Administration**

System Setup List Maintenance Setup Clean-up

- Setup Cage Card Template
- Setup Per Diem Definitions and Rates
- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species
- Setup Charge Master
- Setup Generation
- Setup Life Status
- Setup Coat Color
- Setup Diet ←
- Setup Origin Type
- Setup Observation Diagnosis
- Setup Observation Outcome

The **Setup Diet** page is opened. Click the icon in the **Edit** column for the applicable record.

My Workspaces ▾ Vivarium **Setup Diet** ⏪ Back

Add a New Diet Delete Diet(s)

	Edit	Species	Diet
<input type="checkbox"/>		Goat (USDA A)	Timothy Hay
<input type="checkbox"/>		Mouse (USDA A)	Pellets
<input type="checkbox"/>		Guinea Pig (USDA A)	Pellets
<input type="checkbox"/>		American Crow (USDA A)	Corvid Mix
<input type="checkbox"/>		Beagle (USDA A)	Purina Dog Chow

The record is opened in an edit panel. Make desired changes and click the **Save Diet** button.

My Workspaces ▾ Vivarium **Setup Diet** ⏪ Back

Save Diet

*Species: Mouse (USDA A) ▾

*Diet: Rodent Pellets x

The record is revised on the **Setup Diet** page.

My Workspaces ▾ Vivarium **Setup Diet** ⏪ Back

Add a New Diet Delete Diet(s)

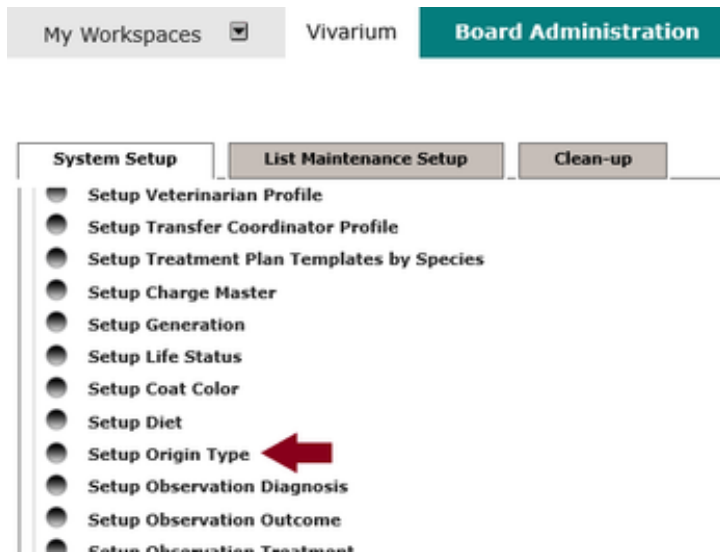
	Edit	Species	Diet
<input type="checkbox"/>		Goat (USDA A)	Timothy Hay
<input type="checkbox"/>		Mouse (USDA A)	Rodent Pellets
<input type="checkbox"/>		Guinea Pig (USDA A)	Pellets
<input type="checkbox"/>		American Crow (USDA A)	Corvid Mix
<input type="checkbox"/>		Beagle (USDA A)	Purina Dog Chow

Delete Diet

Delete functionality for Diet records is currently in development.

Setup Origin Type

Research subject animal sources are configured in iRIS™ via the **Setup Origin Type** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Origin Type** link on the **System Setup** tab.



The **Setup Origin Type** page is opened.

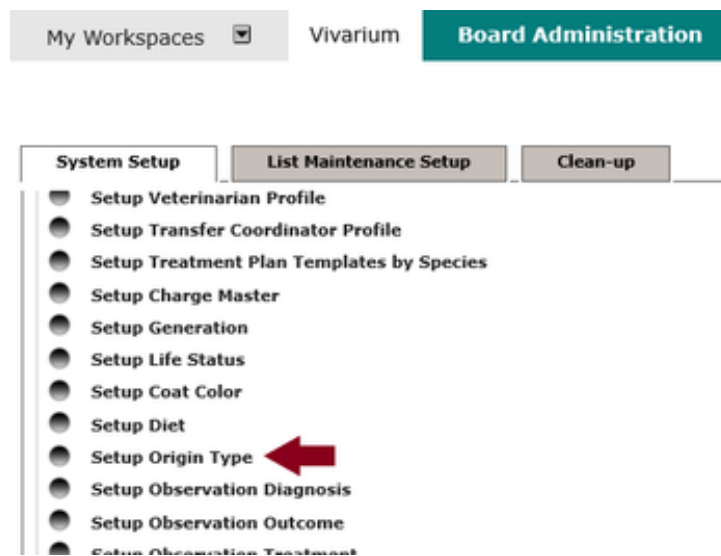
The screenshot shows the 'Setup Origin Type' page. It features a table with columns for 'Origin Type' and 'Reserved'. The table lists five origin types: Order, Internal Transfer, External Transfer, Breeding, and Privately Owned. The first four are marked as 'Reserved' (Yes), while 'Privately Owned' is marked as 'No'. There are also buttons for 'Add a New Origin Type' and 'Delete Origin Type(s)', and a 'Back' button.

<input type="checkbox"/>	Edit	Origin Type	Reserved
<input type="checkbox"/>		Order	Yes
<input type="checkbox"/>		Internal Transfer	Yes
<input type="checkbox"/>		External Transfer	Yes
<input type="checkbox"/>		Breeding	Yes
<input type="checkbox"/>		Privately Owned	No

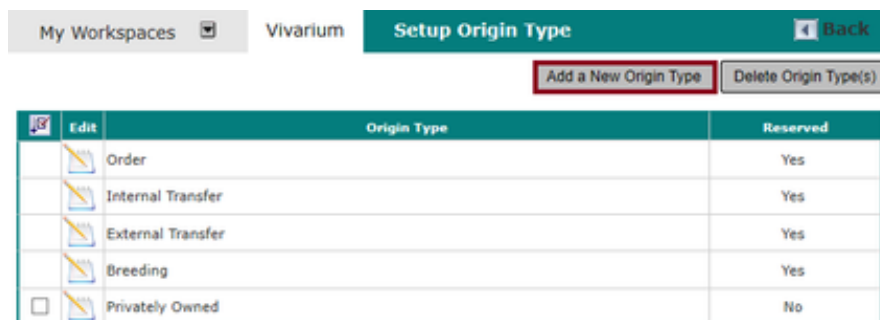
*Note that the first four **Origin Types** are **Reserved**, as indicated by a “Yes” in the **Reserved** column. These records are included in the list by default. Reserved records can be edited, but they cannot be deleted. Any new **Origin Type** records added by the institution are not **Reserved**, as indicated by a “No” in that column. Non-Reserved records can be edited and deleted.*

Add Origin Type

Navigate to ARC > Review Board Administration and click the **Setup Origin Type** link on the **System Setup** tab.

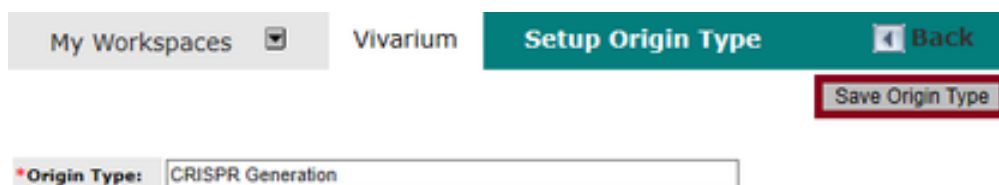


The **Setup Origin Type** page is opened.



*Note that the first four **Origin Types** are **Reserved**, as indicated by a “Yes” in the **Reserved** column. These records are included in the list by default. Reserved records can be edited, but they cannot be deleted. Any new **Origin Type** records added by the institution are not **Reserved**, as indicated by a “No” in that column. Non-**Reserved** records can be edited and deleted.*






Click the **Add a New Origin Type** button. An add panel is opened for creation of the new record.



Enter the desired **Origin Type**, then click the **Save Origin Type** button to save the record and close the add panel. The record is added on the **Setup Origin Type** page.

My Workspaces ▾ Vivarium **Setup Origin Type** [Back](#)

[Add a New Origin Type](#) [Delete Origin Type\(s\)](#)


 Edit	Origin Type	Reserved
	Order	Yes
	Internal Transfer	Yes
	External Transfer	Yes
	Breeding	Yes
<input type="checkbox"/>	Privately Owned	No
<input type="checkbox"/>	CRISPR Generation	No

Edit Origin Type

Navigate to ARC > Review Board Administration and click the **Setup Origin Type** link on the **System Setup** tab.

My Workspaces ▾ Vivarium **Board Administration**






System Setup | **List Maintenance Setup** | **Clean-up**

- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species
- Setup Charge Master
- Setup Generation
- Setup Life Status
- Setup Coat Color
- Setup Diet
- Setup Origin Type 
- Setup Observation Diagnosis
- Setup Observation Outcome
- Setup Observation Treatment

The **Setup Origin Type** page is opened.

My Workspaces ▾ Vivarium **Setup Origin Type** [Back](#)

[Add a New Origin Type](#) [Delete Origin Type\(s\)](#)

 Edit	Origin Type	Reserved
	Order	Yes
	Internal Transfer	Yes
	External Transfer	Yes
	Breeding	Yes
<input type="checkbox"/>	Privately Owned	No
<input type="checkbox"/>	CRISPR Generation	No

Note that the first four **Origin Types** are **Reserved**, as indicated by a “Yes” in the **Reserved** column. These records are included in the list by default. Reserved records can be edited, but they cannot be deleted. Any new **Origin Type** records added by the institution are not **Reserved**, as indicated by a “No” in that column. Non-**Reserved** records can be edited and deleted.

Click the icon in the **Edit** column for the applicable record. The record is opened in an edit panel.

My Workspaces ▾ Vivarium Setup Origin Type Back






Save Origin Type

*Origin Type: Breeding Colony

Make desired changes in the **Origin Type** field, then click the **Save Origin Type** button to save changes and close the edit panel. The record is revised on the **Setup Origin Type** page.

My Workspaces ▾ Vivarium Setup Origin Type Back

Add a New Origin Type Delete Origin Type(s)

 Edit	Origin Type	Reserved
	Order	Yes
	Internal Transfer	Yes
	External Transfer	Yes
	Breeding Colony	Yes
<input type="checkbox"/>	Privately Owned	No
<input type="checkbox"/>	CRISPR Generation	No

Delete Origin Type

Navigate to ARC > Review Board Administration and click the **Setup Origin Type** link on the **System Setup** tab.

My Workspaces ▾ Vivarium Board Administration

System Setup List Maintenance Setup Clean-up

- Setup Veterinarian Profile
- Setup Transfer Coordinator Profile
- Setup Treatment Plan Templates by Species
- Setup Charge Master
- Setup Generation
- Setup Life Status
- Setup Coat Color
- Setup Diet
- Setup Origin Type ←
- Setup Observation Diagnosis
- Setup Observation Outcome
- Setup Observation Treatment

The **Setup Origin Type** page is opened.

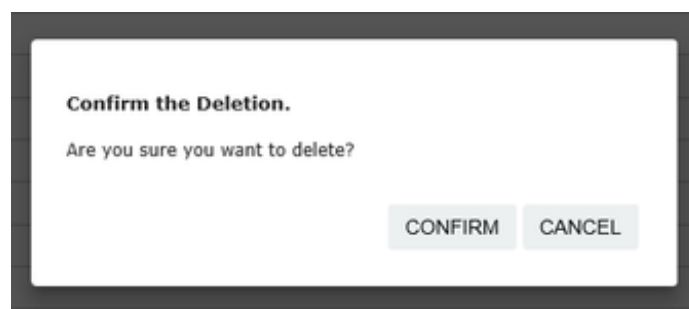
My Workspaces ▼ Vivarium **Setup Origin Type** ← Back

Add a New Origin Type Delete Origin Type(s)

<input type="checkbox"/>	Edit	Origin Type	Reserved
<input type="checkbox"/>		Order	Yes
<input type="checkbox"/>		Internal Transfer	Yes
<input type="checkbox"/>		External Transfer	Yes
<input type="checkbox"/>		Breeding Colony	Yes
<input type="checkbox"/>		CRISPR Generation	No
<input checked="" type="checkbox"/>		Privately Owned	No

Note that the first four **Origin Types** are **Reserved**, as indicated by a “Yes” in the **Reserved** column. These records are included in the list by default. Reserved records can be edited, but they cannot be deleted. Any new **Origin Type** records added by the institution are not **Reserved**, as indicated by a “No” in that column. Non-Reserved records can be edited and deleted.

Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete Origin Type(s)** button. A confirmation popup dialog appears.



Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Origin Type** page.

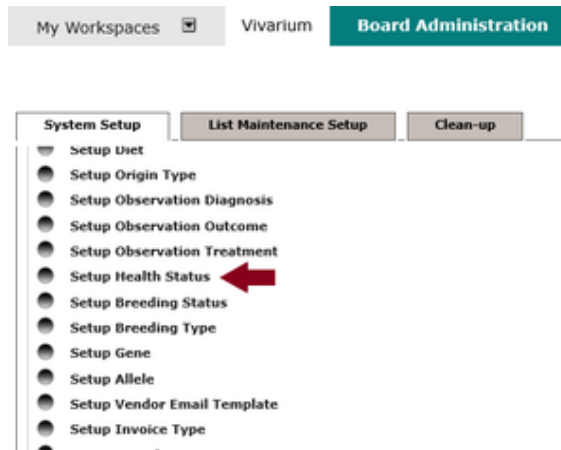
My Workspaces ▼ Vivarium **Setup Origin Type** ← Back

Add a New Origin Type Delete Origin Type(s)

<input type="checkbox"/>	Edit	Origin Type	Reserved
<input type="checkbox"/>		Order	Yes
<input type="checkbox"/>		Internal Transfer	Yes
<input type="checkbox"/>		External Transfer	Yes
<input type="checkbox"/>		Breeding Colony	Yes
<input type="checkbox"/>		CRISPR Generation	No

Setup Health Status

Research subject animal health statuses are configured in iRIS™ via the **Setup Health Status** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Health Status** link on the **System Setup** tab.



The **Setup Health Status** page is opened.

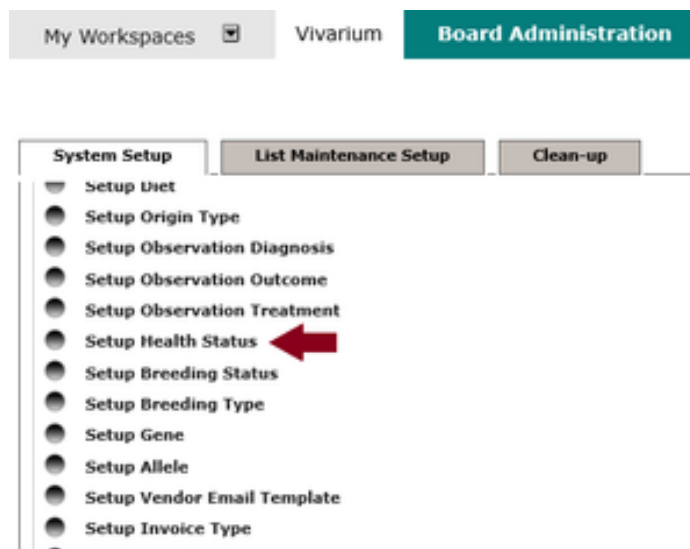
The screenshot shows the 'Setup Health Status' page with the following table:

<input checked="" type="checkbox"/>	Edit	Health Status	Reserved	Show Value in Dropdown?
<input checked="" type="checkbox"/>		Healthy	Yes	Yes
<input type="checkbox"/>		Controlled Microbiome	No	Yes
<input type="checkbox"/>		Immunocompromised	No	Yes
<input type="checkbox"/>		Infected, Bacteriologic	No	Yes
<input type="checkbox"/>		Postive Titer	No	Yes

Note that the first **Health Status** is **Reserved**, as indicated by a "Yes" in the **Reserved** column. This record is included in the list by default. Reserved records can be edited, but they cannot be deleted. Any new **Health Status** records added by the institution are not **Reserved**, as indicated by a "No" in that column. Non-Reserved records can be edited and deleted.

Add Health Status

Navigate to ARC > Review Board Administration and click the **Setup Health Status** link on the **System Setup** tab.



The **Setup Health Status** page is opened.

The screenshot shows the 'Setup Health Status' page. At the top, there are buttons for 'Add a New Health Status' and 'Delete Health Status'. Below is a table with the following data:

<input type="checkbox"/>	Edit	Health Status	Reserved	Show Value in Dropdown?
<input type="checkbox"/>		Healthy	Yes	Yes
<input type="checkbox"/>		Controlled Microbiome	No	Yes
<input type="checkbox"/>		Immunocompromised	No	Yes
<input type="checkbox"/>		Infected, Bacteriologic	No	Yes
<input type="checkbox"/>		Postive Titer	No	Yes

Click the **Add a New Health Status** button. An add panel is opened for creation of the new record.

The screenshot shows the 'Setup Health Status' add panel. It contains the following fields:

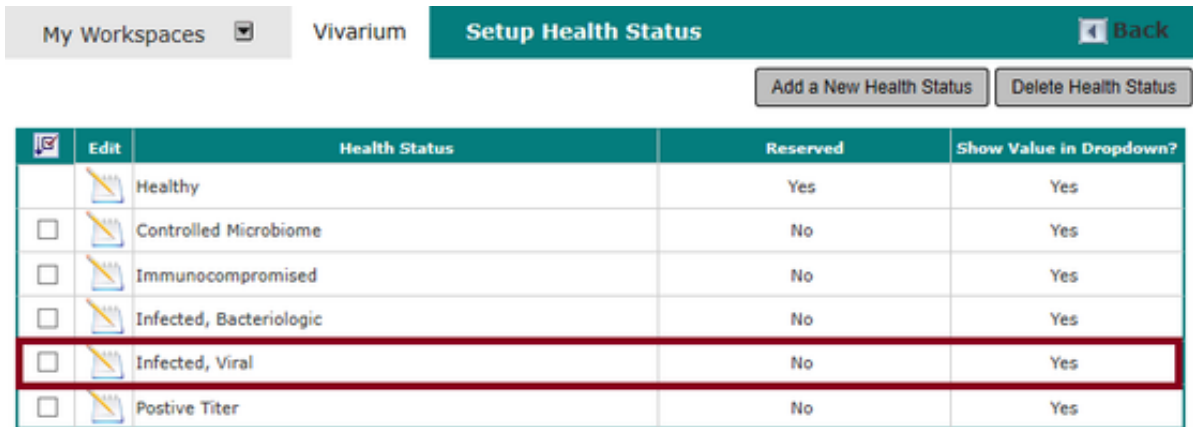
- *Health Status:** A text input field containing 'Infected, Viral'.
- Show Value in Dropdown?:** Radio buttons for 'Yes' (selected) and 'No'.
- Description:** A text area containing 'Subject animal is virally infected and subject to quarantine'.

A 'Save Health Status' button is located at the top right of the panel.

Enter a **Health Status** and **Description**.

Select "Yes" or "No" for **Show Value in Dropdown?** When "Yes" is selected, the **Health Status** will be included in the Health Status dropdown list wherever it appears in iRIS™.

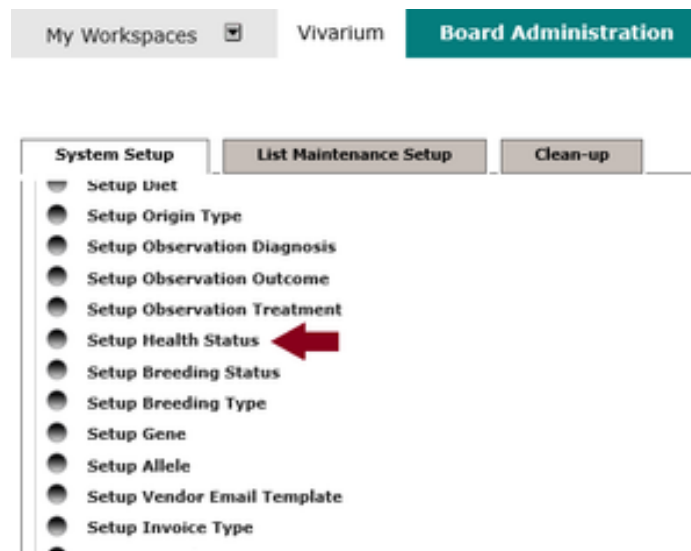
Click the **Save Health Status** button to save the record and close the add panel. The record is added on the **Setup Health Status** page.



<input type="checkbox"/>	Edit	Health Status	Reserved	Show Value in Dropdown?
<input checked="" type="checkbox"/>		Healthy	Yes	Yes
<input type="checkbox"/>		Controlled Microbiome	No	Yes
<input type="checkbox"/>		Immunocompromised	No	Yes
<input type="checkbox"/>		Infected, Bacteriologic	No	Yes
<input type="checkbox"/>		Infected, Viral	No	Yes
<input type="checkbox"/>		Postive Titer	No	Yes

Edit Health Status








Navigate to ARC > Review Board Administration and click the **Setup Health Status** link on the **System Setup** tab.



The **Setup Health Status** page is opened.

My Workspaces ▾ Vivarium **Setup Health Status** [Back](#)

[Add a New Health Status](#) [Delete Health Status](#)

	Edit	Health Status	Reserved	Show Value in Dropdown?
<input type="checkbox"/>		Healthy	Yes	Yes
<input type="checkbox"/>		Controlled Microbiome	No	Yes
<input type="checkbox"/>		Immunocompromised	No	Yes
<input type="checkbox"/>		Infected, Bacteriologic	No	Yes
<input type="checkbox"/>		Infected, Viral	No	Yes
<input type="checkbox"/>		Postive Titer	No	Yes

Note that the first **Health Status** is **Reserved**, as indicated by a “Yes” in the **Reserved** column. This record is included in the list by default. Reserved records can be edited, but they cannot be deleted. Any new **Health Status** records added by the institution are not **Reserved**, as indicated by a “No” in that column. Non-**Reserved** records can be edited and deleted.

Click the icon in the **Edit** column for the applicable record. The record is opened in an edit panel.

My Workspaces ▾ Vivarium **Setup Health Status** [Back](#)

[Save Health Status](#)

*Health Status:

Show Value in Dropdown? Yes No

Description:








Make desired changes to **Health Status** and **Description**.

Select “Yes” or “No” for **Show Value in Dropdown?** When “Yes” is selected, the **Health Status** will be included in the Health Status dropdown list wherever it appears in iRIS™.

Click the **Save Health Status** button to save the record and close the edit panel. The record is revised on the **Setup Health Status** page.

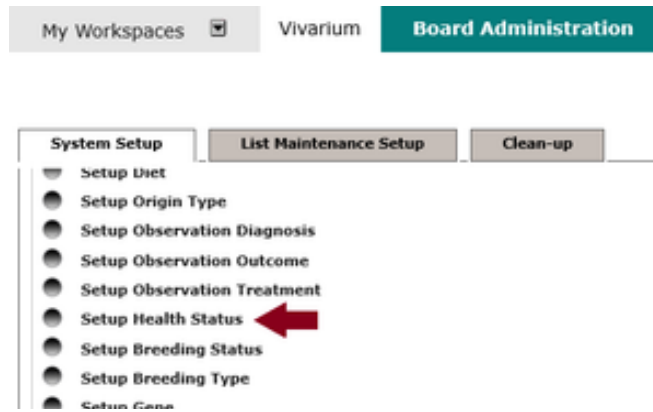
My Workspaces ▾ Vivarium **Setup Health Status** [Back](#)

[Add a New Health Status](#) [Delete Health Status](#)

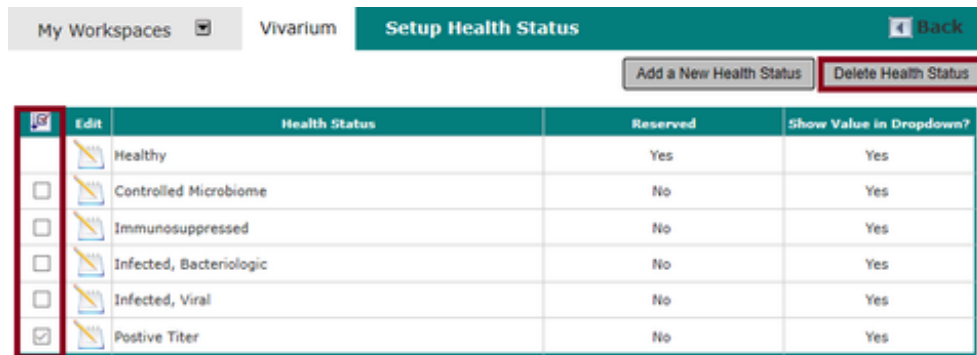
	Edit	Health Status	Reserved	Show Value in Dropdown?
<input type="checkbox"/>		Healthy	Yes	Yes
<input type="checkbox"/>		Controlled Microbiome	No	Yes
<input type="checkbox"/>		Immunosuppressed	No	Yes
<input type="checkbox"/>		Infected, Bacteriologic	No	Yes
<input type="checkbox"/>		Infected, Viral	No	Yes
<input type="checkbox"/>		Postive Titer	No	Yes

Delete Health Status

Navigate to ARC > Review Board Administration and click the **Setup Health Status** link on the **System Setup** tab.

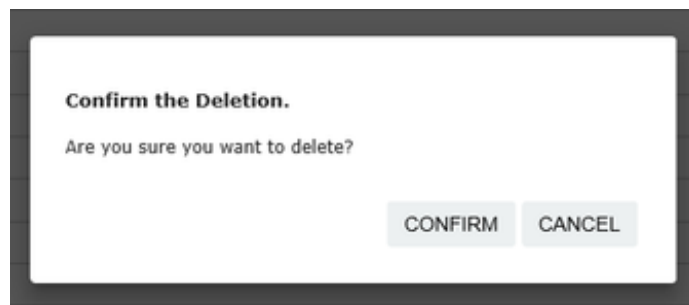


The **Setup Health Status** page is opened.



*Note that the first **Health Status** is **Reserved**, as indicated by a “Yes” in the **Reserved** column. This record is included in the list by default. Reserved records can be edited, but they cannot be deleted. Any new **Health Status** records added by the institution are not **Reserved**, as indicated by a “No” in that column. Non-**Reserved** records can be edited and deleted.*

Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete Health Status** button. A confirmation popup appears.



Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Health Status** page.

My Workspaces ▾ Vivarium **Setup Health Status** [Back](#)

[Add a New Health Status](#) [Delete Health Status](#)

	Edit	Health Status	Reserved	Show Value in Dropdown?
<input type="checkbox"/>		Healthy	Yes	Yes
<input type="checkbox"/>		Controlled Microbiome	No	Yes
<input type="checkbox"/>		Immunosuppressed	No	Yes
<input type="checkbox"/>		Infected, Bacteriologic	No	Yes
<input type="checkbox"/>		Infected, Viral	No	Yes

Setup Breeding Status

Research subject animal breeding outcome statuses are configured in iRIS™ via the **Setup Breeding Status** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Breeding Status** link on the **System Setup** tab.

My Workspaces ▾ Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

- Setup Observation Diagnosis
- Setup Observation Outcome
- Setup Observation Treatment
- Setup Health Status
- Setup Breeding Status
- Setup Breeding Type
- Setup Gene
- Setup Allele
- Setup Vendor Email Template
- Setup Invoice Type
- Setup Agenda Categories

The **Setup Breeding Status** page is opened.

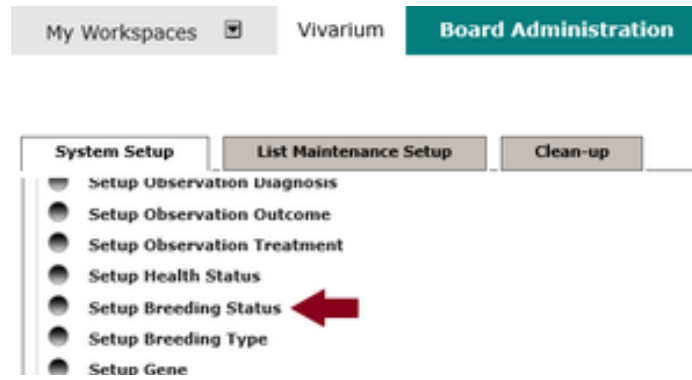
My Workspaces ▾ Vivarium **Setup Breeding Status** [Back](#)

[Add a New Breeding Status](#) [Delete Breeding Status](#)

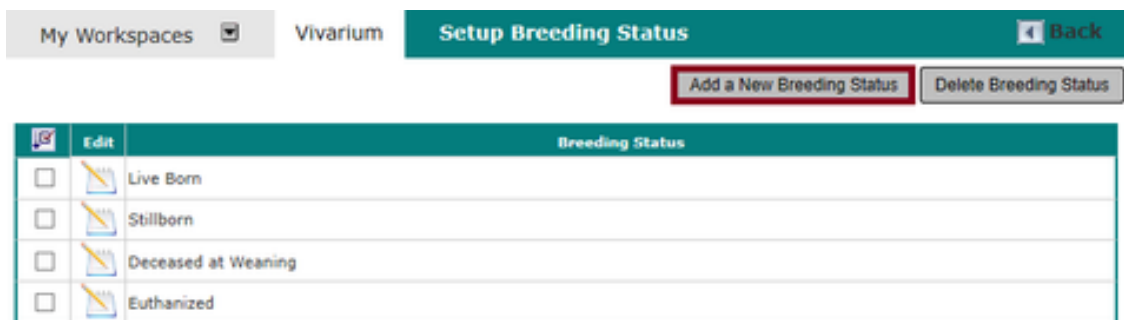
	Edit	Breeding Status
<input type="checkbox"/>		Live Born
<input type="checkbox"/>		Stillborn
<input type="checkbox"/>		Deceased at Weaning
<input type="checkbox"/>		Euthanized

Add Breeding Status

Navigate to ARC > Review Board Administration and click the **Setup Breeding Status** link on the **System Setup** tab.



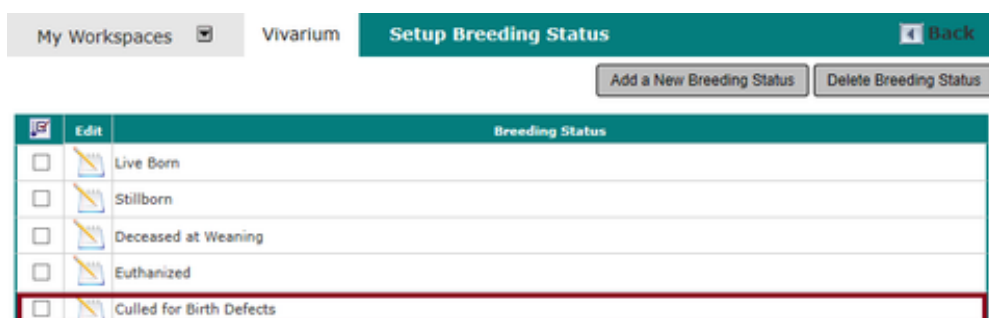
The **Setup Breeding Status** page is opened. Click the **Add a New Breeding Status** button.



An add panel is opened for creation of the new record.

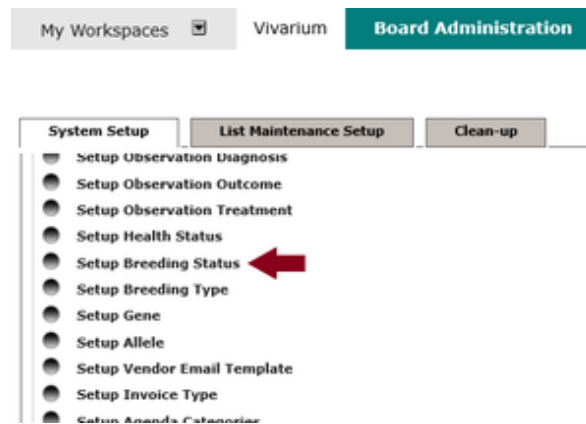


Enter a **Breeding Status**, then click the **Save Breeding Status** button to save the record and close the add panel. The record is added on the **Setup Breeding Status** page.

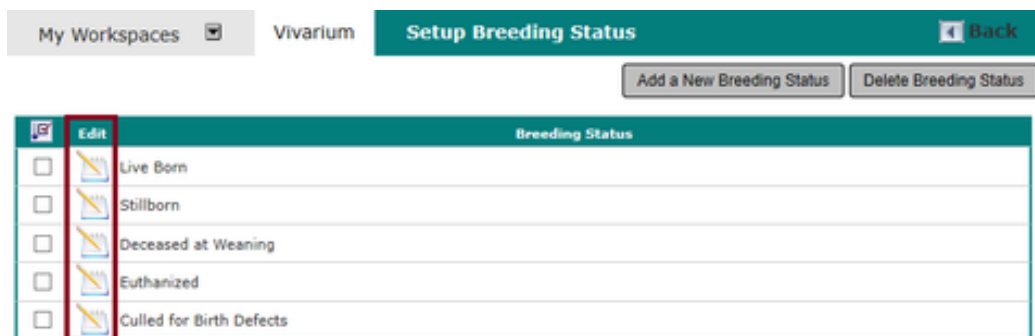


Edit Breeding Status

Navigate to ARC > Review Board Administration and click the **Setup Breeding Status** link on the **System Setup** tab.



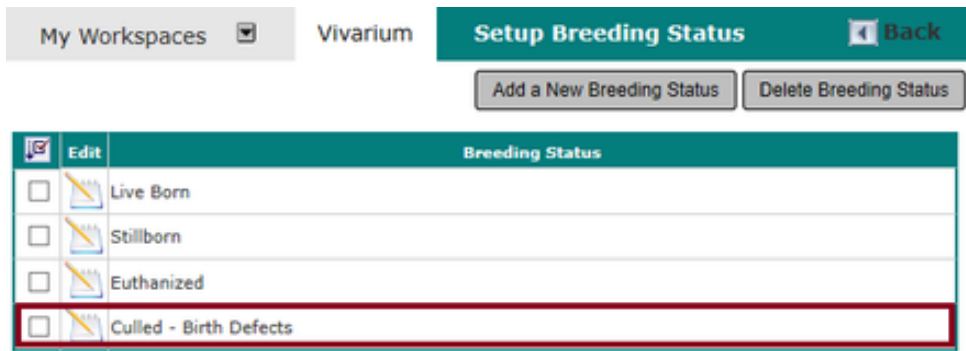
The **Setup Breeding Status** page is opened. Click the icon in the **Edit** column for the applicable record.



The record is opened in an edit panel.

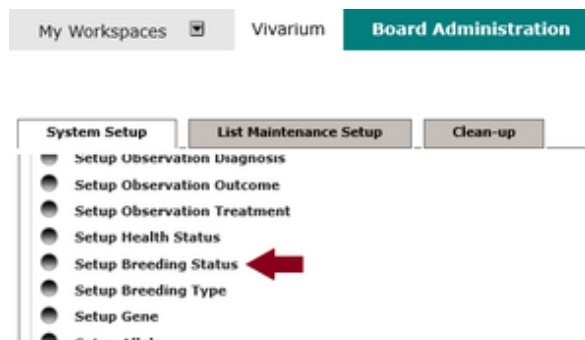


Make desired changes in the **Breeding Status** field, then click the **Save Breeding Status** button to save the record and close the edit panel. The record is revised on the **Setup Breeding Status** page.

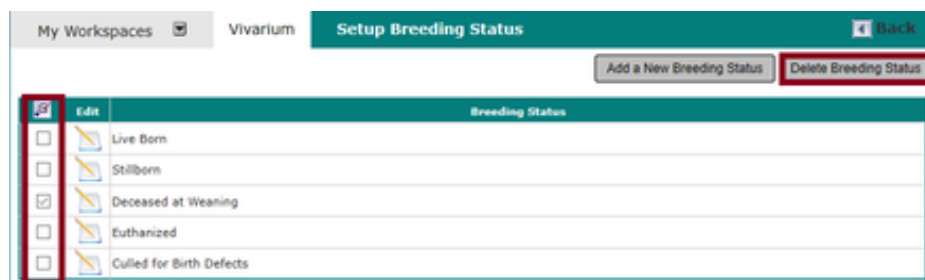


Delete Breeding Status

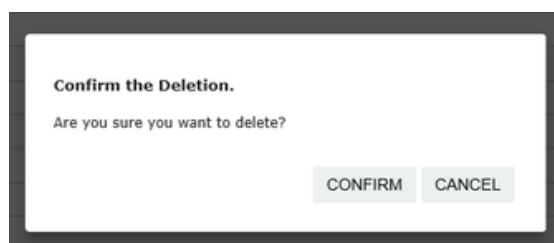
Navigate to ARC > Review Board Administration and click the **Setup Breeding Status** link on the **System Setup** tab.



The **Setup Breeding Status** page is opened.



Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete Breeding Status** button. A confirmation popup dialog appears.



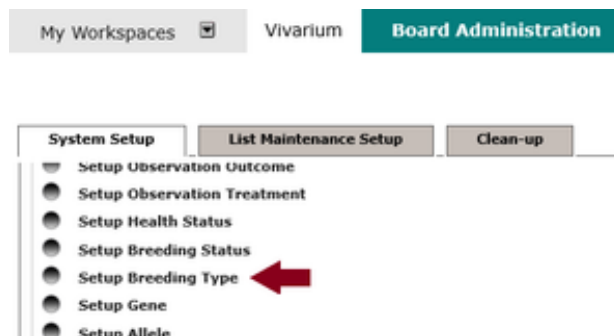
Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Breeding Status** page.



Setup Breeding Type

Research subject animal breeding methods are configured in iRIS™ via the **Setup Breeding Type** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Breeding Type** link on the **System Setup** tab.

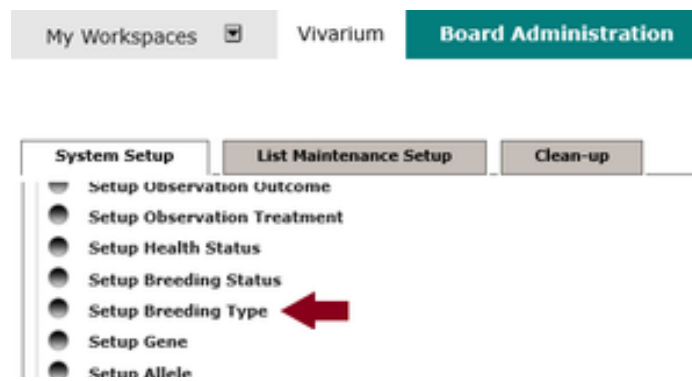


The **Setup Breeding Type** page is opened.



Add Breeding Type

Navigate to ARC > Review Board Administration and click the **Setup Breeding Type** link on the **System Setup** tab.



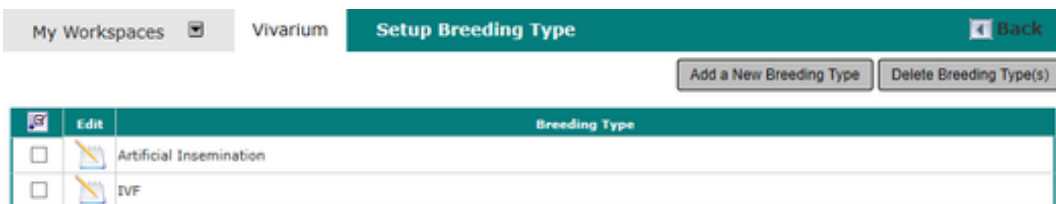
The **Setup Breeding Type** page is opened. Click the **Add a New Breeding Type** button.



An add panel is opened for creation of the new record.

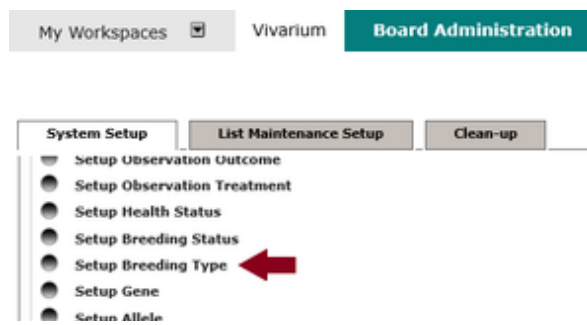


Enter a **Breeding Type** and click the **Save Breeding Type** button. The record is added on the **Setup Breeding Type** page.

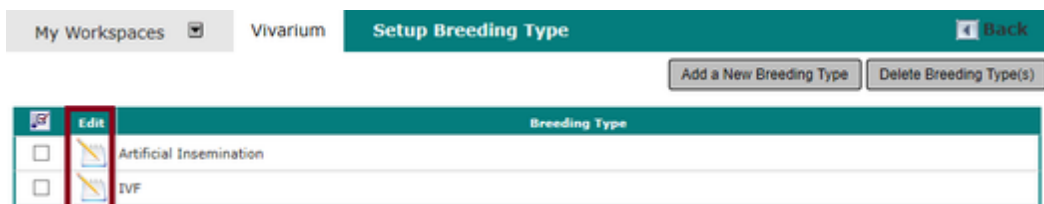


Edit Breeding Type

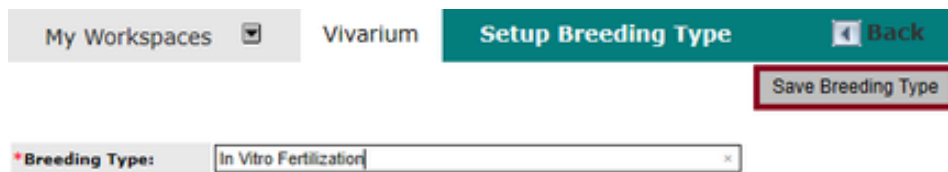
Navigate to ARC > Review Board Administration and click the **Setup Breeding Type** link on the **System Setup** tab.



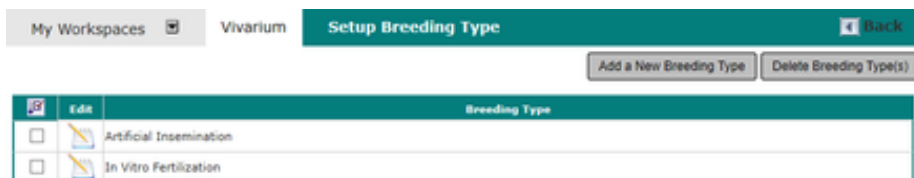
The **Setup Breeding Type** page is opened. Click the icon in the **Edit** column for the applicable record.



The record is opened in an edit panel.

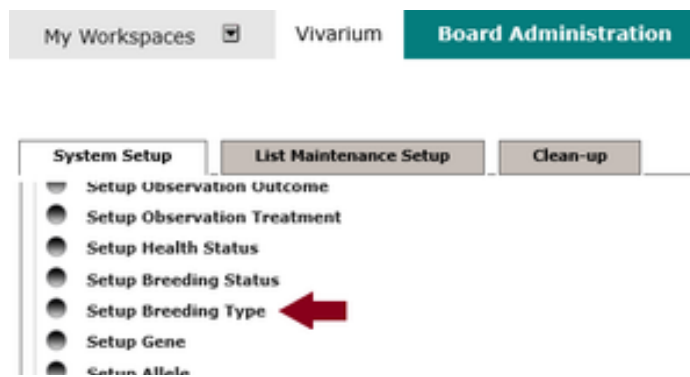


Make desired changes to **Breeding Type**, then click the **Save Breeding Type** button to save the record and close the edit panel. The record is revised on the **Setup Breeding Type** page.



Delete Breeding Type

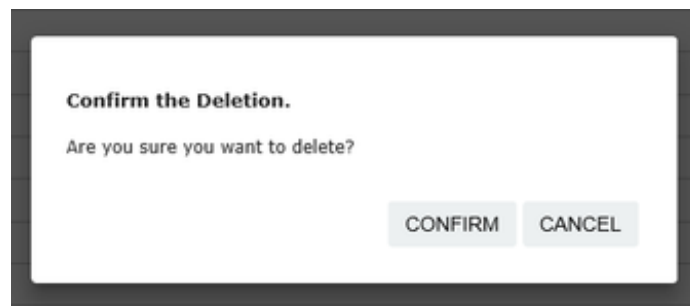
Navigate to ARC > Review Board Administration and click the **Setup Breeding Type** link on the **System Setup** tab.



The **Setup Breeding Type** page is opened.



Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete Breeding Type** button. A confirmation popup dialog appears.



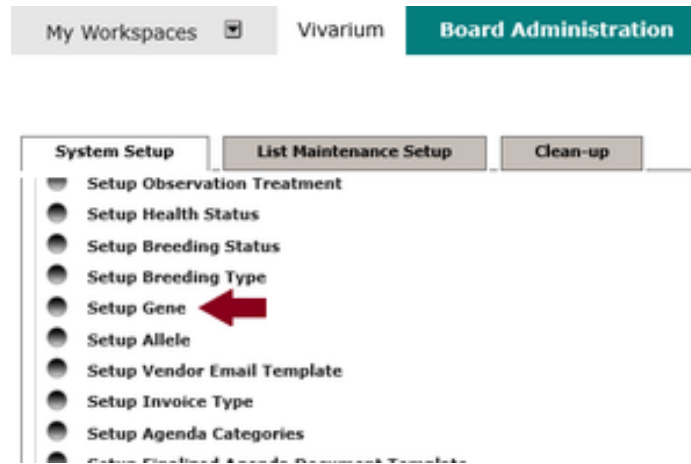
Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Breeding Type** page.

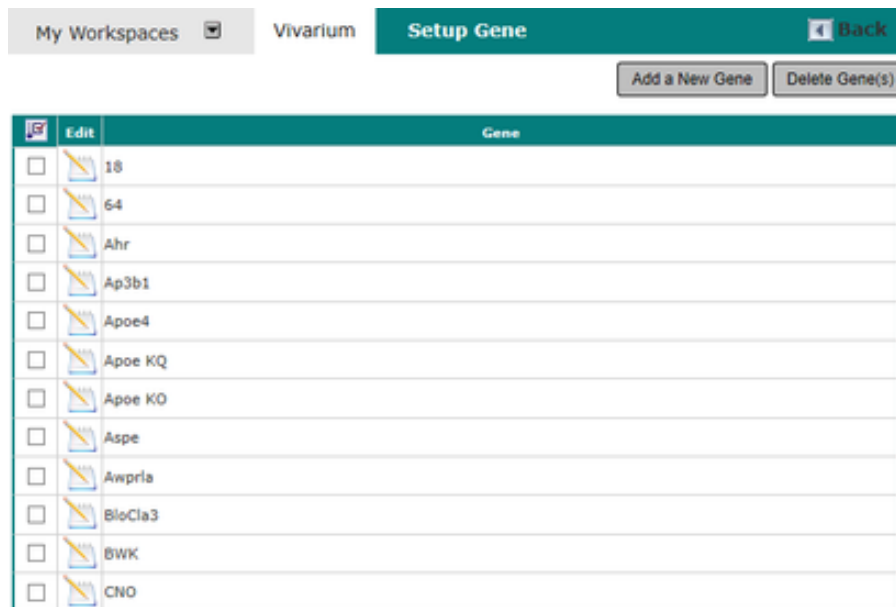


Setup Gene

Research subject animal genetic profiles are configured in iRIS™ via the **Setup Gene** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Gene** link on the **System Setup** tab.

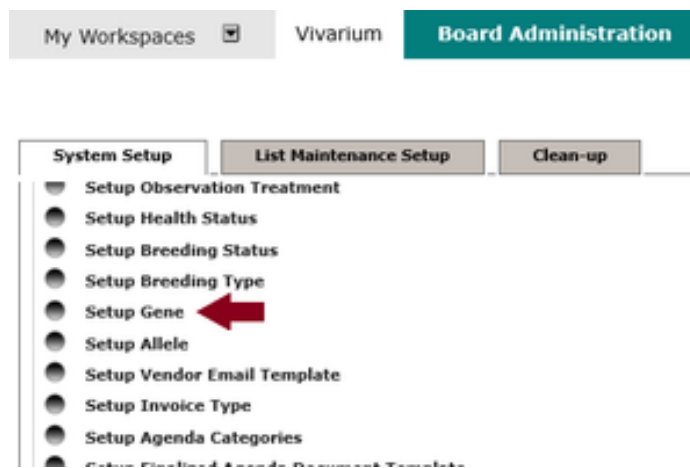


The **Setup Gene** page is opened.

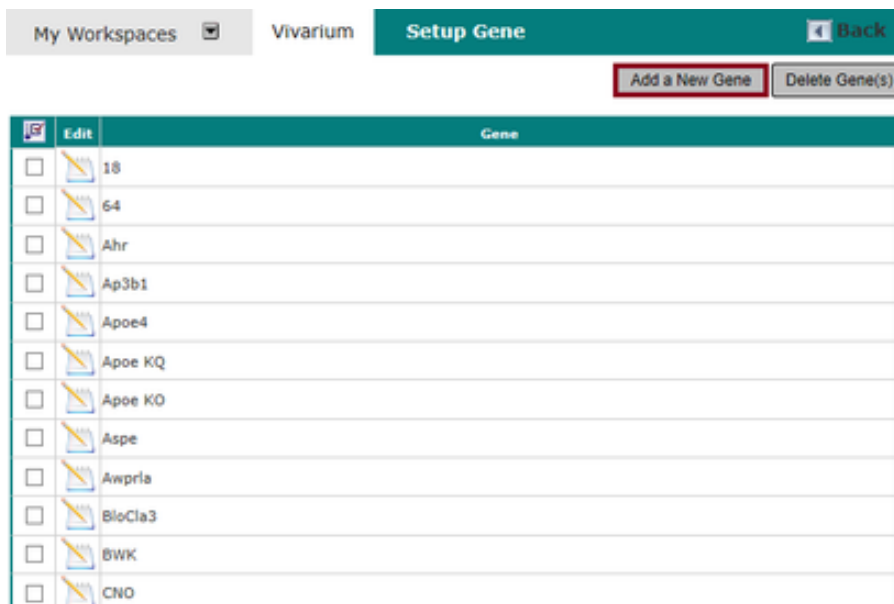


Add Gene

Navigate to ARC > Review Board Administration and click the **Setup Gene** link on the **System Setup** tab.



The **Setup Gene** page is opened. Click the **Add a New Gene** button.



An add panel is opened for creation of the new record.



Enter a **Gene** profile designation and click the **Save Gene** button. The record is added on the **Setup Gene** page.

My Workspaces Vivarium **Setup Gene** Back

[Add a New Gene](#) [Delete Gene\(s\)](#)

	Edit	Gene
<input type="checkbox"/>		18
<input type="checkbox"/>		64
<input type="checkbox"/>		Ahr
<input type="checkbox"/>		Ap3b1
<input type="checkbox"/>		Apoe4
<input type="checkbox"/>		Apoe KQ
<input type="checkbox"/>		Apoe KO
<input type="checkbox"/>		Aspe
<input type="checkbox"/>		Awpria
<input type="checkbox"/>		BloCla3
<input type="checkbox"/>		BWK
<input type="checkbox"/>		CNO
<input type="checkbox"/>		TY-PK092

Edit Gene

Navigate to ARC > Review Board Administration and click the **Setup Gene** link on the **System Setup** tab.

My Workspaces Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

- Setup Observation Treatment
- Setup Health Status
- Setup Breeding Status
- Setup Breeding Type
- Setup Gene
- Setup Allele
- Setup Vendor Email Template
- Setup Invoice Type
- Setup Agenda Categories
- Setup Financial Record Document Template

The **Setup Gene** page is opened. Click the icon in the **Edit** column for the applicable record.

My Workspaces ▼ Vivarium **Setup Gene** ← Back

Add a New Gene Delete Gene(s)

<input type="checkbox"/>	Edit	Gene
<input type="checkbox"/>		18
<input type="checkbox"/>		64
<input type="checkbox"/>		Ahr
<input type="checkbox"/>		Ap3b1
<input type="checkbox"/>		Apoe4
<input type="checkbox"/>		Apoe KQ
<input type="checkbox"/>		Apoe KO
<input type="checkbox"/>		Aspe
<input type="checkbox"/>		Awprla
<input type="checkbox"/>		BloCla3
<input type="checkbox"/>		BWK
<input type="checkbox"/>		CNO
<input type="checkbox"/>		TY-PK092

The record is opened in an edit panel.

My Workspaces ▼ Vivarium **Setup Gene** ← Back

Save Gene

*Gene:

Make desired changes to the **Gene** profile designation and click the **Save Gene** button. The record is revised on the **Setup Gene** page.

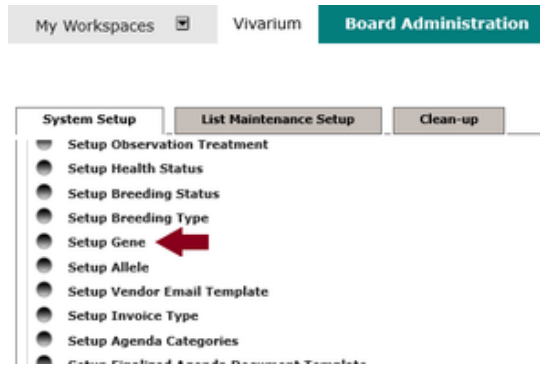
My Workspaces ▼ Vivarium **Setup Gene** ← Back

Add a New Gene Delete Gene(s)

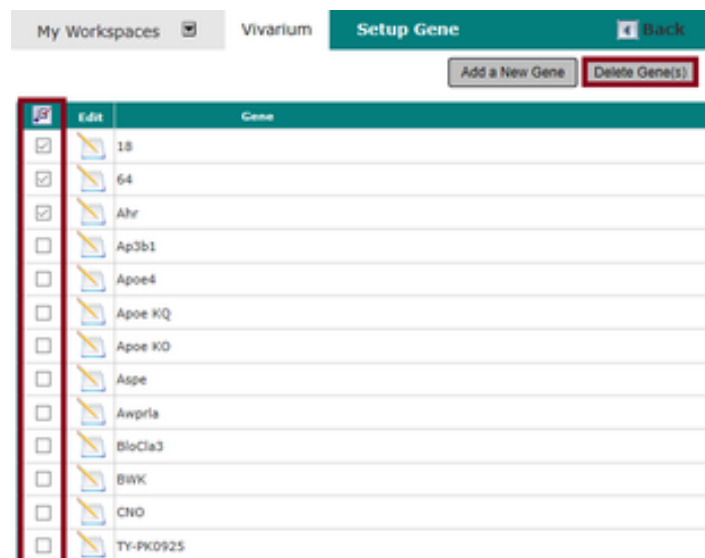
<input type="checkbox"/>	Edit	Gene
<input type="checkbox"/>		18
<input type="checkbox"/>		64
<input type="checkbox"/>		Ahr
<input type="checkbox"/>		Ap3b1
<input type="checkbox"/>		Apoe4
<input type="checkbox"/>		Apoe KQ
<input type="checkbox"/>		Apoe KO
<input type="checkbox"/>		Aspe
<input type="checkbox"/>		Awprla
<input type="checkbox"/>		BloCla3
<input type="checkbox"/>		BWK
<input type="checkbox"/>		CNO
<input type="checkbox"/>		TY-PK0925

Delete Gene

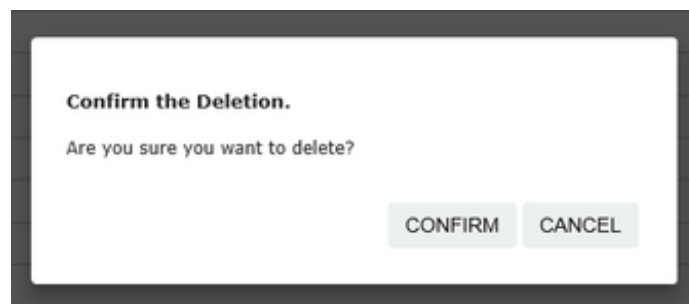
Navigate to ARC > Review Board Administration and click the **Setup Gene** link on the **System Setup** tab.



The **Setup Gene** page is opened. Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete Gene(s)** button.



A confirmation popup dialog appears.



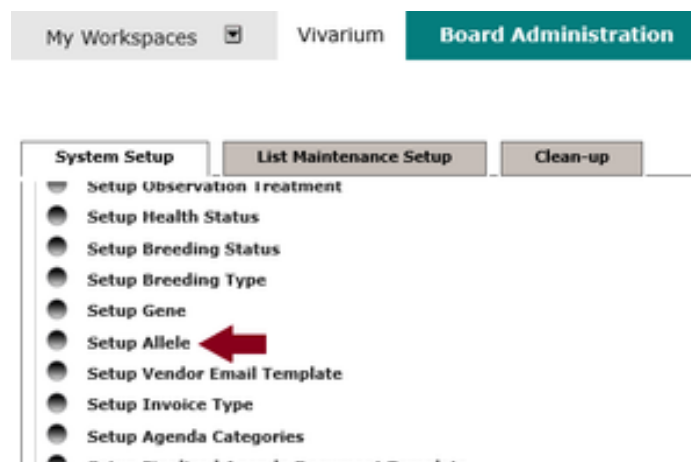
Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record(s) is(are) deleted on the **Setup Gene** page.

	Edit	Gene
<input type="checkbox"/>		Ap3b1
<input type="checkbox"/>		Apoe4
<input type="checkbox"/>		Apoe KQ
<input type="checkbox"/>		Apoe KO
<input type="checkbox"/>		Aspe
<input type="checkbox"/>		Awprla
<input type="checkbox"/>		BloCla3
<input type="checkbox"/>		BWK
<input type="checkbox"/>		CNO
<input type="checkbox"/>		TY-PK0925

Setup Allele

Research subject animal allele profiles are configured in iRIS™ via the **Setup Allele** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Allele** link on the **System Setup** tab.

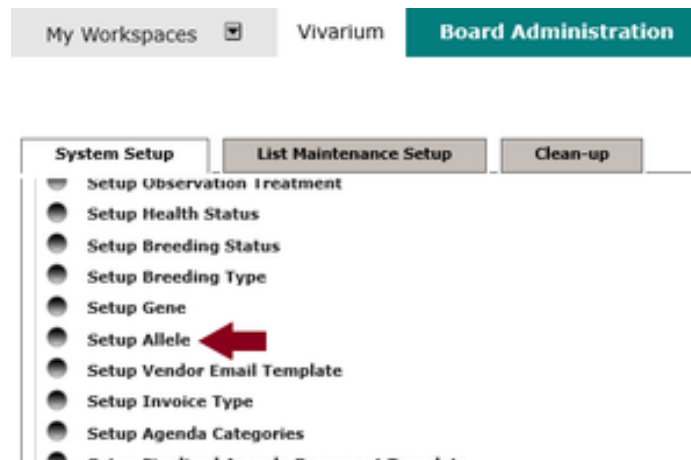


The **Setup Allele** page is opened.

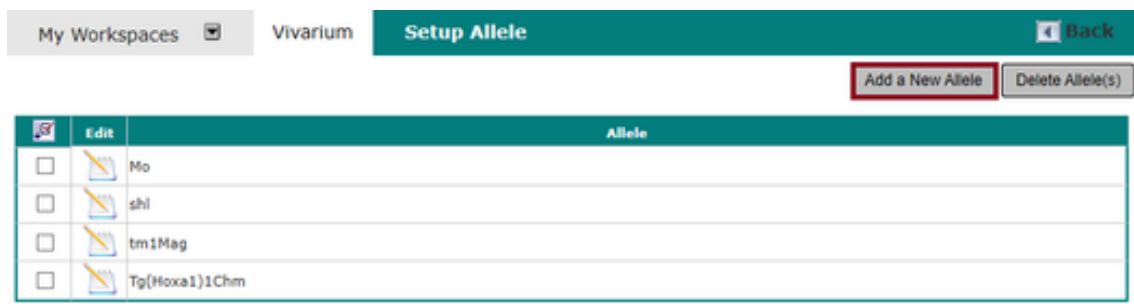
	Edit	Allele
<input type="checkbox"/>		Mo
<input type="checkbox"/>		sh1
<input type="checkbox"/>		tm1Mag
<input type="checkbox"/>		Tg(Hoxa1)1Chm

Add Allele

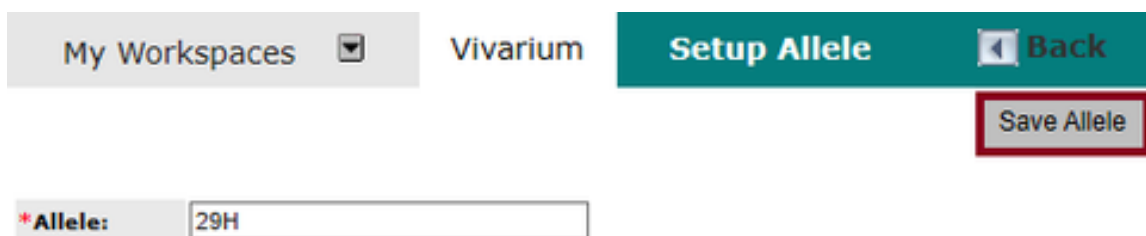
Navigate to ARC > Review Board Administration and click the **Setup Allele** link on the **System Setup** tab.



The **Setup Allele** page is opened. Click the **Add a New Allele** button.



An add panel is opened for creation of the new record.



Enter an **Allele** profile designation and click the **Save Allele** button. The record is added on the **Setup Allele** page.

My Workspaces ▾ Vivarium **Setup Allele** [Back](#)

[Add a New Allele](#) [Delete Allele\(s\)](#)

<input type="checkbox"/>	Edit	Allele
<input type="checkbox"/>		Mo
<input type="checkbox"/>		shl
<input type="checkbox"/>		tm1Mag
<input type="checkbox"/>		Tg(Hoxa1)1Chm
<input type="checkbox"/>		29H

Edit Allele

Navigate to ARC > Review Board Administration and click the **Setup Allele** link on the **System Setup** tab.

My Workspaces ▾ Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

- Setup Observation Treatment
- Setup Health Status
- Setup Breeding Status
- Setup Breeding Type
- Setup Gene
- Setup Allele** ←
- Setup Vendor Email Template
- Setup Invoice Type
- Setup Agenda Categories
- Setup Clinical Record Document Template

The **Setup Allele** page is opened. Click the icon in the **Edit** column for the applicable record.

My Workspaces ▾ Vivarium **Setup Allele** [Back](#)

[Add a New Allele](#) [Delete Allele\(s\)](#)

<input type="checkbox"/>	Edit	Allele
<input type="checkbox"/>		Mo
<input type="checkbox"/>		shl
<input type="checkbox"/>		tm1Mag
<input type="checkbox"/>		Tg(Hoxa1)1Chm
<input type="checkbox"/>		29H

The record is opened in an edit panel.

My Workspaces ▾ Vivarium **Setup Allele** ◀ Back

Save Allele

*Allele: 39H

Make desired changes to the **Allele** profile designation and click the **Save Allele** button. The record is revised on the **Setup Allele** page.

My Workspaces ▾ Vivarium **Setup Allele** ◀ Back

Add a New Allele Delete Allele(s)

	Edit	Allele
<input type="checkbox"/>		Mo
<input type="checkbox"/>		shl
<input type="checkbox"/>		tm1Mag
<input type="checkbox"/>		Tg(Hoxa1)1Chm
<input type="checkbox"/>		39H

Delete Allele

Navigate to ARC > Review Board Administration and click the **Setup Allele** link on the **System Setup** tab.

My Workspaces ▾ Vivarium **Board Administration**

System Setup List Maintenance Setup Clean-up

- Setup Observation Treatment
- Setup Health Status
- Setup Breeding Status
- Setup Breeding Type
- Setup Gene
- Setup Allele ←
- Setup Vendor Email Template
- Setup Invoice Type

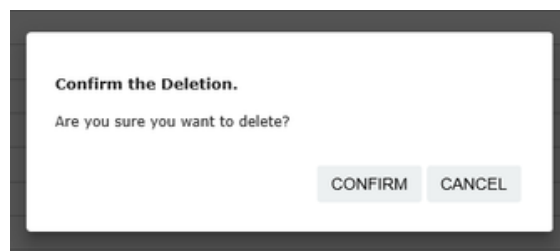
The **Setup Allele** page is opened. Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete Allele(s)** button.

My Workspaces ▾ Vivarium Setup Allele Back

Add a New Allele Delete Allele(s)

	Edit	Allele
<input type="checkbox"/>		Mo
<input type="checkbox"/>		shl
<input type="checkbox"/>		tm1Mag
<input type="checkbox"/>		Tg(Hoxa1)1Chm
<input checked="" type="checkbox"/>		39H

A confirmation popup dialog appears.



Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Allele** page.

My Workspaces ▾ Vivarium Setup Allele Back

Add a New Allele Delete Allele(s)

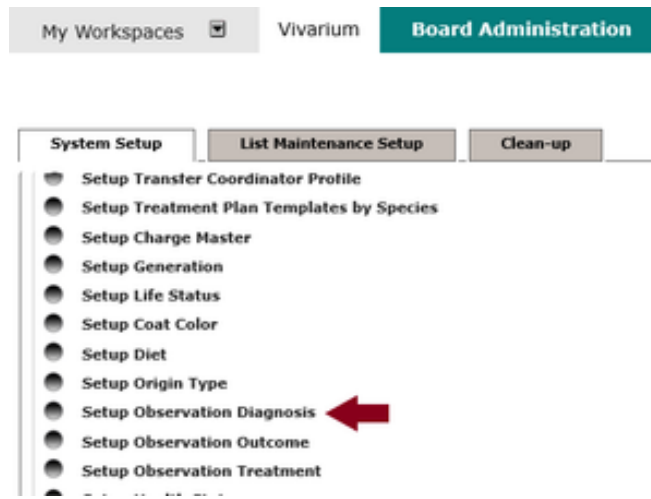
	Edit	Allele
<input type="checkbox"/>		Mo
<input type="checkbox"/>		shl
<input type="checkbox"/>		tm1Mag
<input type="checkbox"/>		Tg(Hoxa1)1Chm

Observation Management

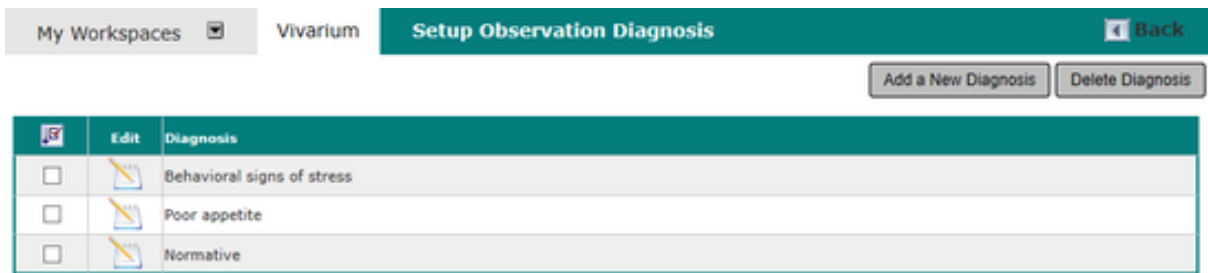
The iRIS™ system includes tools for tracking observations of research subject animals. Observation diagnosis, treatment and outcome can all be recorded in iRIS™.

Setup Observation Diagnosis

Research subject animal observation diagnoses are configured in iRIS™ via the **Setup Observation Diagnosis** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Observation Diagnosis** link on the **System Setup** tab.

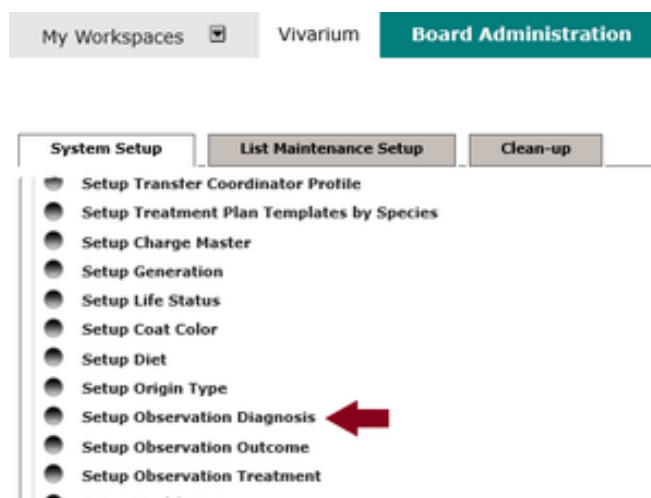


The **Setup Observation Diagnosis** page is opened.



Add Observation Diagnosis




Navigate to ARC > Review Board Administration and click the **Setup Observation Diagnosis** link on the **System Setup** tab.



The **Setup Observation Diagnosis** page is opened. Click the **Add a New Diagnosis** button.

My Workspaces ▾ Vivarium **Setup Observation Diagnosis** ◀ Back

Add a New Diagnosis Delete Diagnosis

<input type="checkbox"/>	Edit	Diagnosis
<input type="checkbox"/>		Behavioral signs of stress
<input type="checkbox"/>		Poor appetite
<input type="checkbox"/>		Normative

An add panel is opened for creation of the new record.

My Workspaces ▾ Vivarium **Setup Observation Diagnosis** ◀ Back





Save Diagnosis

*Diagnosis:

Enter a **Diagnosis** and click the **Save Diagnosis** button. The record is added on the **Setup Observation Diagnosis** page.

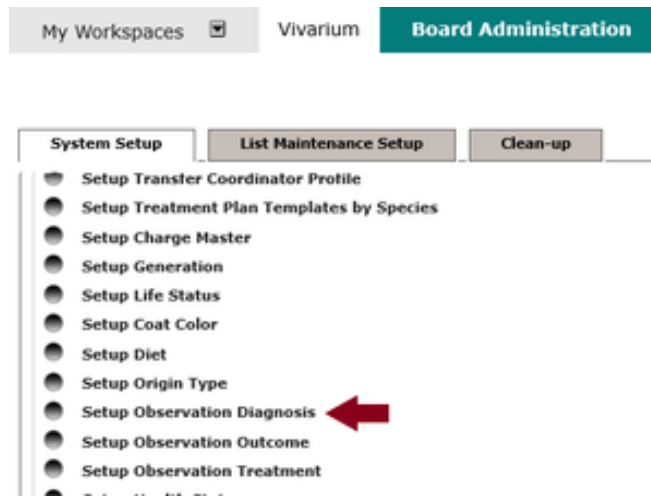
My Workspaces ▾ Vivarium **Setup Observation Diagnosis** ◀ Back

Add a New Diagnosis Delete Diagnosis

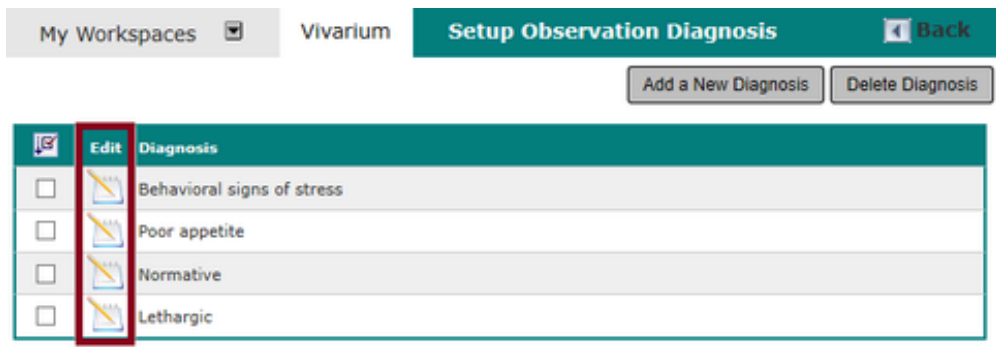
<input checked="" type="checkbox"/>	Edit	Diagnosis
<input type="checkbox"/>		Behavioral signs of stress
<input type="checkbox"/>		Poor appetite
<input type="checkbox"/>		Normative
<input type="checkbox"/>		Lethargic

Edit Observation Diagnosis

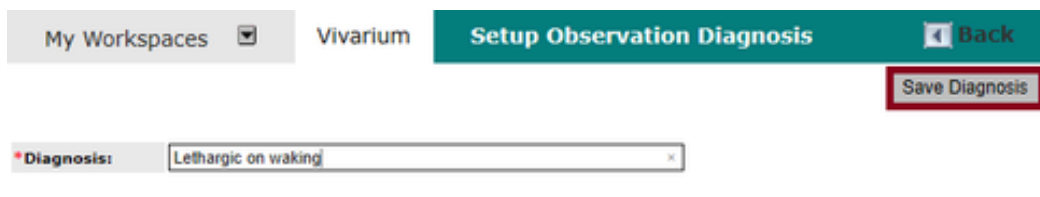
Navigate to ARC > Review Board Administration and click the **Setup Observation Diagnosis** link on the **System Setup** tab.



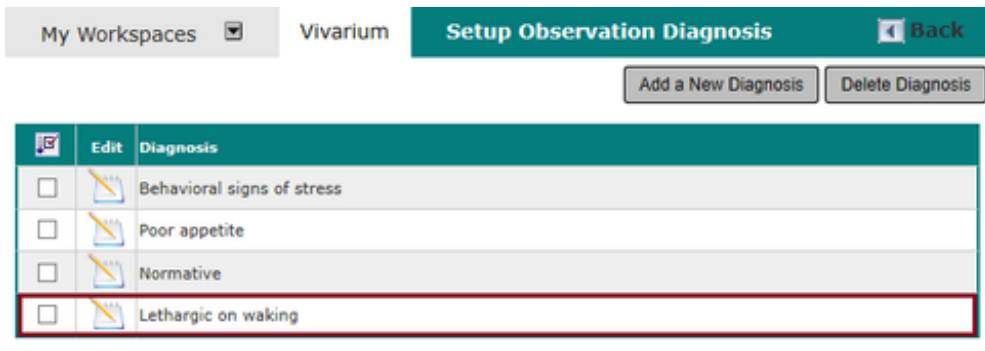
The **Setup Observation Diagnosis** page is opened. Click the icon in the **Edit** column for the applicable record.



The record is opened in an edit panel.

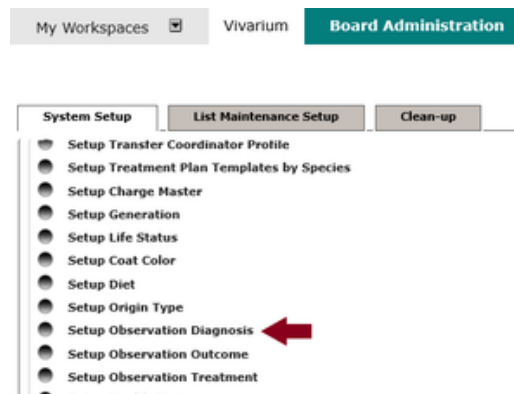


Make desired changes to the **Diagnosis** field and click the **Save Diagnosis** button. The record is revised on the **Setup Observation Diagnosis** page.

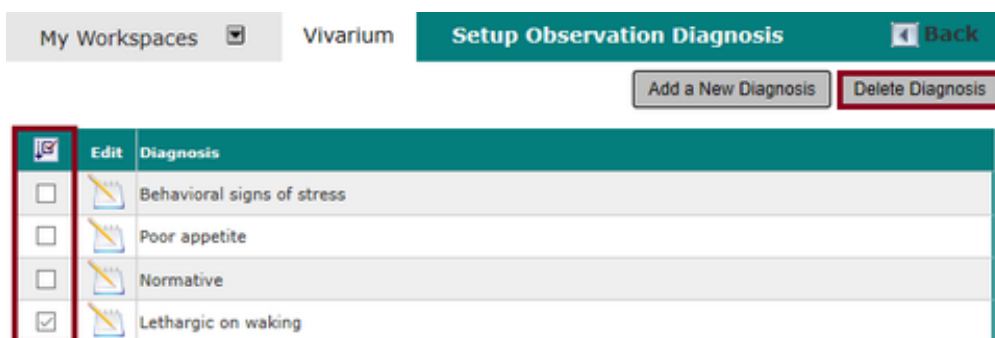


Delete Observation Diagnosis

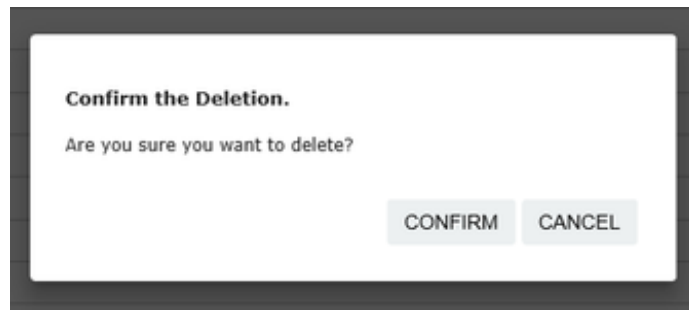
Navigate to ARC > Review Board Administration and click the **Setup Observation Diagnosis** link on the **System Setup** tab.



The **Setup Observation Diagnosis** page is opened. Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete Diagnosis** button.

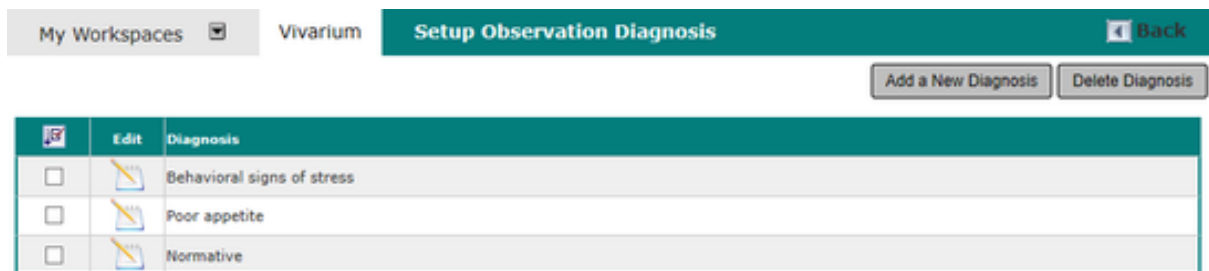


A confirmation popup dialog appears.



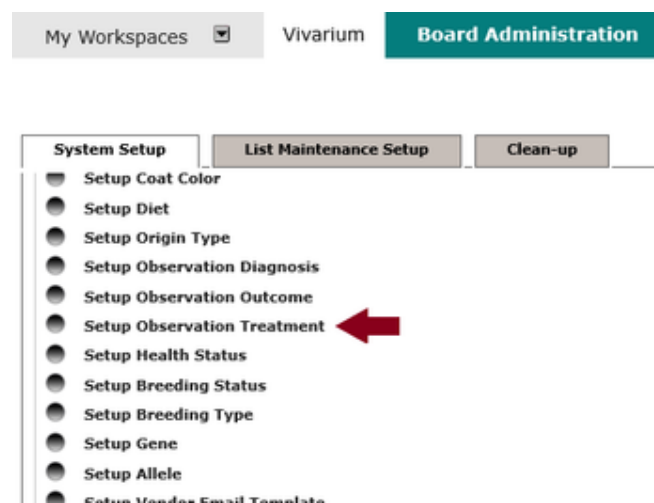
Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Observation Diagnosis** page.



Setup Observation Treatment

Research subject animal observation treatments are configured in iRIS™ via the **Setup Observation Treatment** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Observation Treatment** link on the **System Setup** tab.



The **Setup Observation Treatment** page is opened.

My Workspaces ▾ Vivarium **Setup Observation Treatment** Back

Add a New Treatment Delete Treatment

		Treatment
<input type="checkbox"/>		Trim teeth
<input type="checkbox"/>		Increase rations 10%
<input type="checkbox"/>		Decrease rations 10%

Add Observation Treatment

Navigate to ARC > Review Board Administration and click the **Setup Observation Treatment** link on the **System Setup** tab.

My Workspaces ▾ Vivarium **Board Administration**

System Setup List Maintenance Setup Clean-up

- Setup Coat Color
- Setup Diet
- Setup Origin Type
- Setup Observation Diagnosis
- Setup Observation Outcome
- Setup Observation Treatment
- Setup Health Status
- Setup Breeding Status
- Setup Breeding Type
- Setup Gene
- Setup Allele
- Setup Vendor Email Template

The **Setup Observation Treatment** page is opened. Click the **Add a New Treatment** button.

My Workspaces ▾ Vivarium **Setup Observation Treatment** Back

Add a New Treatment Delete Treatment

		Treatment
<input type="checkbox"/>		Trim teeth
<input type="checkbox"/>		Increase rations 10%
<input type="checkbox"/>		Decrease rations 10%

An add panel is opened for creation of the new record.

My Workspaces ▼ Vivarium **Setup Observation Treatment** ◀ Back





Save Treatment

*Treatment:

Enter a **Treatment** and click the **Save Treatment** button. The record is added on the **Setup Observation Treatment** page.

My Workspaces ▼ Vivarium **Setup Observation Treatment** ◀ Back

Add a New Treatment Delete Treatment

	Edit	Treatment
<input type="checkbox"/>		Trim teeth
<input type="checkbox"/>		Increase rations 10%
<input type="checkbox"/>		Decrease rations 10%
<input type="checkbox"/>		Introduce enrichment feeder

Edit Observation Treatment

Navigate to ARC > Review Board Administration and click the **Setup Observation Treatment** link on the **System Setup** tab.

My Workspaces ▼ Vivarium **Board Administration**

System Setup | List Maintenance Setup | Clean-up

- Setup Coat Color
- Setup Diet
- Setup Origin Type
- Setup Observation Diagnosis
- Setup Observation Outcome
- Setup Observation Treatment ←
- Setup Health Status
- Setup Breeding Status
- Setup Breeding Type
- Setup Gene
- Setup Allele
- Setup Vendor Email Template

The **Setup Observation Treatment** page is opened. Click the icon in the **Edit** column for the applicable record.

My Workspaces ▼ Vivarium **Setup Observation Treatment** ◀ Back

Add a New Treatment Delete Treatment

<input type="checkbox"/>	Edit	Treatment
<input type="checkbox"/>		Trim teeth
<input type="checkbox"/>		Increase rations 10%
<input type="checkbox"/>		Decrease rations 10%
<input type="checkbox"/>		Introduce enrichment feeder

The record is opened in an edit panel.

My Workspaces ▼ Vivarium **Setup Observation Treatment** ◀ Back

Save Treatment

*Treatment:

Make desired changes in the **Treatment** field and click the **Save Treatment** button. The record is revised on the **Setup Observation Treatment** page.

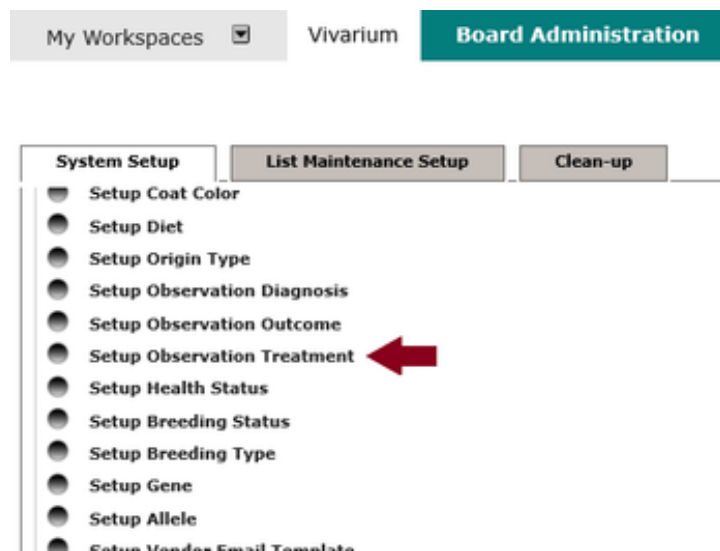
My Workspaces ▼ Vivarium **Setup Observation Treatment** ◀ Back

Add a New Treatment Delete Treatment

<input type="checkbox"/>	Edit	Treatment
<input type="checkbox"/>		Trim teeth
<input type="checkbox"/>		Increase rations 15%
<input type="checkbox"/>		Decrease rations 10%
<input type="checkbox"/>		Introduce enrichment feeder

Delete Observation Treatment

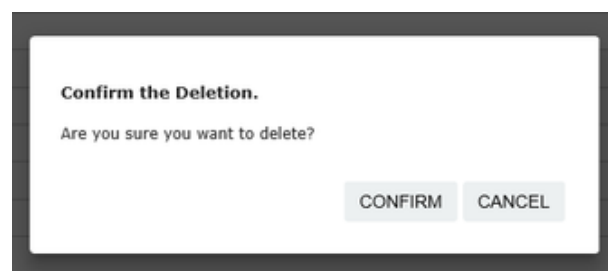
Navigate to ARC > Review Board Administration and click the **Setup Observation Treatment** link on the **System Setup** tab.



The **Setup Observation Treatment** page is opened. Select the checkbox(es) in the far-left column for the record(s) to be deleted and click the **Delete Treatment** button.



A confirmation popup dialog appears.



Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Observation Treatment** page.

My Workspaces		Vivarium	Setup Observation Treatment	Back
				<input type="button" value="Add a New Treatment"/> <input type="button" value="Delete Treatment"/>
	Edit	Treatment		
<input type="checkbox"/>		Trim teeth		
<input type="checkbox"/>		Increase rations 15%		
<input type="checkbox"/>		Introduce enrichment feeder		

Setup Observation Outcome

Research subject animal observation treatment outcomes are configured in iRIS™ via the **Setup Observation Outcome** page. To access the page, navigate to ARC > Review Board Administration and click the **Setup Observation Outcome** link on the **System Setup** tab.

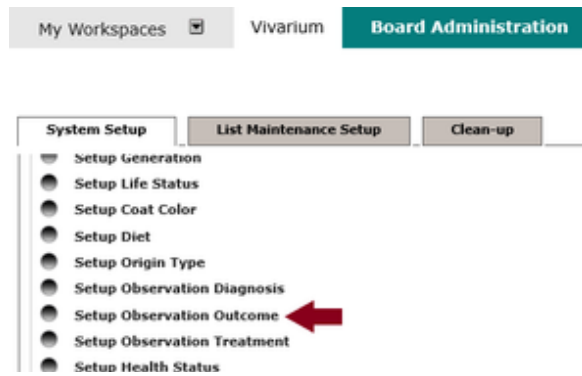
My Workspaces	Vivarium	Board Administration
		<input type="button" value="System Setup"/> <input type="button" value="List Maintenance Setup"/> <input type="button" value="Clean-up"/>
		<ul style="list-style-type: none"> <input type="checkbox"/> Setup Generation <input type="checkbox"/> Setup Life Status <input type="checkbox"/> Setup Coat Color <input type="checkbox"/> Setup Diet <input type="checkbox"/> Setup Origin Type <input type="checkbox"/> Setup Observation Diagnosis <input checked="" type="checkbox"/> Setup Observation Outcome <input type="checkbox"/> Setup Observation Treatment <input type="checkbox"/> Setup Health Status

The **Setup Observation Outcome** page is opened.

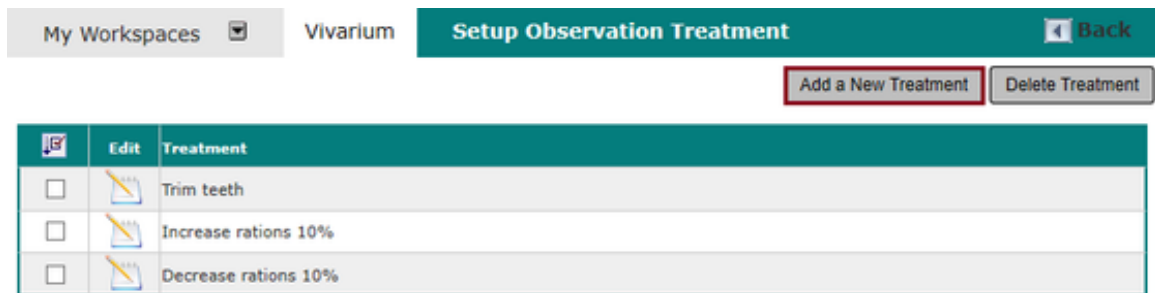
My Workspaces		Vivarium	Setup Observation Outcome	Back
				<input type="button" value="Add a New Outcome"/> <input type="button" value="Delete Outcome"/>
	Edit	Outcome		
<input type="checkbox"/>		Increased physical activity		
<input type="checkbox"/>		Weight gain		

Add Observation Outcome

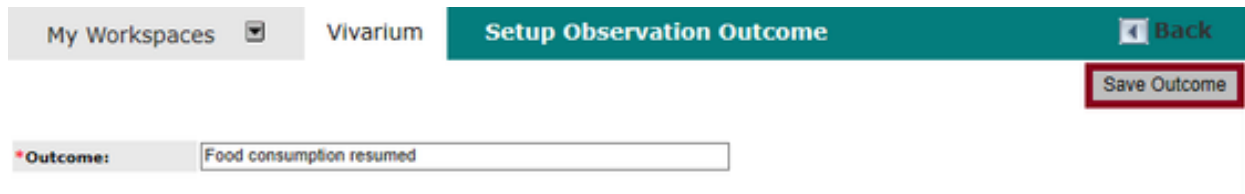
Navigate to ARC > Review Board Administration and click the **Setup Observation Outcome** link on the **System Setup** tab.



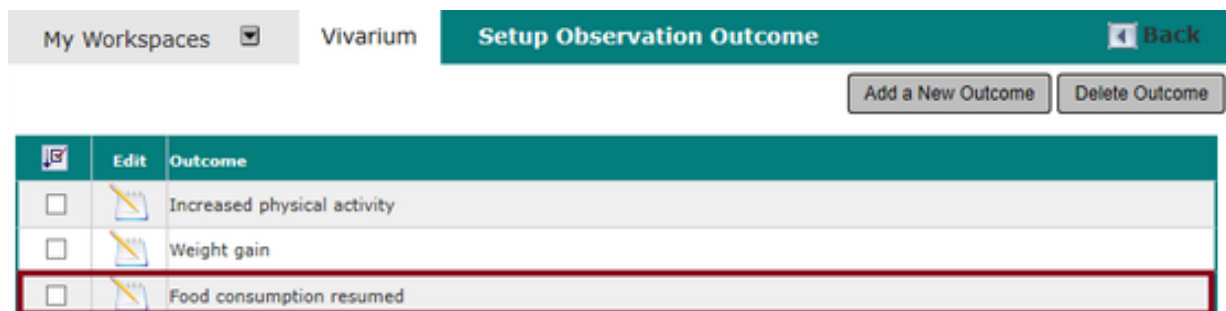
The **Setup Observation Outcome** page is opened.



An add panel is opened for creation of the new record.

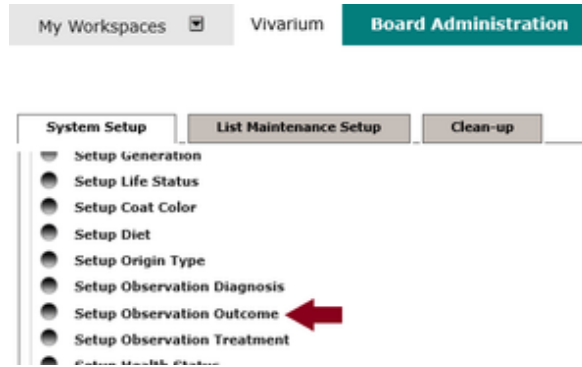


Enter an **Outcome** and click the **Save Outcome** button. The record is added on the **Setup Observation Outcome** page.

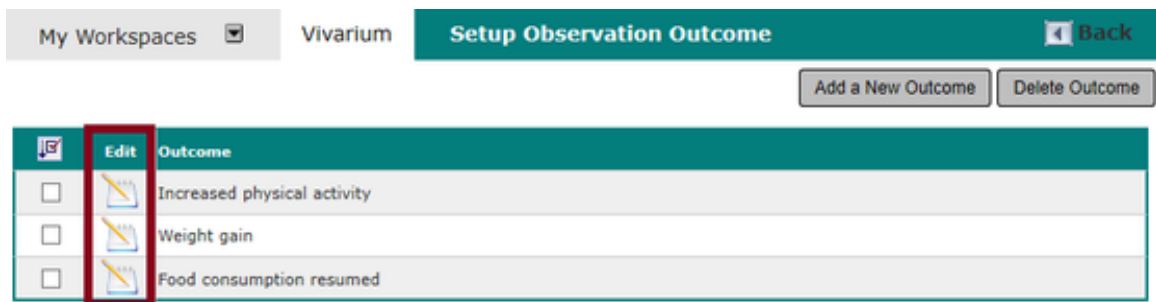


Edit Observation Outcome

Navigate to ARC > Review Board Administration and click the **Setup Observation Outcome** link on the **System Setup** tab.



The **Setup Observation Outcome** page is opened. Click the icon in the **Edit** column for the applicable record.



The record is opened in an edit panel.



Make desired changes in the **Outcome** field and click the **Save Outcome** button. The record is revised on the **Setup Observation Outcome** page.

My Workspaces ▾ Vivarium **Setup Observation Outcome** Back

Add a New Outcome Delete Outcome

	Edit	Outcome
<input type="checkbox"/>		Increased physical activity
<input type="checkbox"/>		Increased weight gain
<input type="checkbox"/>		Food consumption resumed

Delete Observation Outcome

Navigate to ARC > Review Board Administration and click the **Setup Observation Outcome** link on the **System Setup** tab.

My Workspaces ▾ Vivarium **Board Administration**

System Setup List Maintenance Setup Clean-up

- Setup Generation
- Setup Life Status
- Setup Coat Color
- Setup Diet
- Setup Origin Type
- Setup Observation Diagnosis
- Setup Observation Outcome
- Setup Observation Treatment
- Setup Health Status

The **Setup Observation Outcome** page is opened. Select the checkbox(es) in the far-left column for the record(s) to be deleted.

My Workspaces ▾ Vivarium **Setup Observation Outcome** Back

Add a New Outcome Delete Outcome

	Edit	Outcome
<input type="checkbox"/>		Increased physical activity
<input type="checkbox"/>		Increased weight gain
<input checked="" type="checkbox"/>		Food consumption resumed

A confirmation popup dialog appears.

Confirm the Deletion.

Are you sure you want to delete?

CONFIRM CANCEL

Click **CANCEL** to close the popup without deleting the record.

Click **CONFIRM** to complete deletion of the record(s) and close the popup. The record is deleted on the **Setup Observation Treatment** page.

My Workspaces ▾ Vivarium Setup Observation Outcome [Back](#)

[Add a New Outcome](#) [Delete Outcome](#)

	Edit	Outcome
<input type="checkbox"/>		Increased physical activity
<input type="checkbox"/>		Increased weight gain