POLICY: Expired Drugs and Materials for Animal Research

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Scope
In order to be in compliance with USDA policies and the Animal Welfare Act, University of Pittsburgh's Institutional Animal Care and Use Committee (IACUC) has in effect the following policy.

Requirements
1. No expired drugs or fluids may be administered to animals for any research or instructional purpose, including terminal procedures. All expired drugs, including anesthetics and analgesics, must be disposed of properly on or before their date of expiration.
2. No medical materials or devices may be used beyond their expiration date; they must be separated from other materials and discarded.
3. The IACUC recommends that each laboratory establish an inventory procedure to facilitate the identification and discarding of expired products.
4. All drugs, fluids, medical materials and supplies used in live animals, including acute procedures, must be individually labeled; to include at a minimum, the identity of the article (to include its strength if the article is drug) and the expiration date (if any) assigned to the article by the original manufacturer of the article. The DLAR area supervisor in DLAR shared procedures rooms, or the Principal Investigator for all other shared-use laboratories, shall be authorized to dispose of materials, which are not properly labeled.
5. Any incident of noncompliance with this policy will be referred to the Institutional Animal Care and Use Committee and appropriate sanctions will be applied, up to and including suspension of the approval of the research protocol for which the expired drug or material is being used. Any expired drugs or materials identified or discovered during inspections will be discarded immediately.

For questions about this policy, contact the office for Institutional Animal Care and Use Committee at 412-383-2008 or IACUC@pitt.edu.

Guidelines for Implementation
The following are general guidelines suggested to implement this policy:

1. Store all drugs in one location (to make checking easier). Please contact DLAR if you would like assistance in obtaining a lockable area or box for your drugs.
2. Consider assigning the inventory responsibilities to one specific individual, with another individual assigned as backup.
3. Establish an inventory system that minimizes the amount of drug or medical supplies on hand.

4. Perform regular monthly checks of your inventory and properly dispose of drugs or medical materials that will expire in the forthcoming month.

5. Contact your suppliers to see if they will accept the return of expired drugs or medical supplies for credit. Some do.

6. Place all expired drugs and medical materials in a clearly labeled (as “Expired – Do Not Use”) container or drawer while they await pickup for disposal or return to manufacturer.

7. Follow all Commonwealth of Pennsylvania and Federal requirements for DEA registration, storage, and disposal of controlled substances. Contact Dave Bolette 412-648-8899 if further assistance is required.