

SOP: **HU-07**

Title: **Room Sanitation Procedures**

SOP Last Revision Date:
12MAY09

PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to describe the method for sanitizing rooms within Laboratory Animal Research Core's animal facilities on the campus of the University of Missouri-Kansas City.

POLICY

It is LARC policy to meet or exceed all federal, state, local regulations and institutional policies/procedures as they apply to the use of animals in research. Personnel must attend any applicable training in animal care and use, occupational health and safety, equipment operation, and Standard Operating Procedures prior to performing activities outlined in this SOP or work under the direct supervision of a trained LARC staff member.

REFERENCES

- A.** Laboratory Animal Research Core Personnel
- B.** *The Guide for Care and Use of Laboratory Animals "The Guide"*
- C.** Office Of Laboratory Animal Welfare (OLAW)
- D.** Animal Welfare Act and Animal Welfare Regulations (AWA & AWR's)

DEFINITIONS

- A.** Disinfection – a cleaning procedure that reduces the number of pathogenic organisms on an object to a harmless level.
- B.** Sanitization - a cleaning procedure that reduces the number of bacteria and microorganisms on an object to an acceptable public health standard.

PROCEDURES

A. Frequency of Sanitization

- a.** Non-animal rooms (procedural space, storage rooms, laboratories, etc.) are to be sanitized monthly or as needed.
- b.** Animal rooms are to be sanitized monthly.

B. Preparation for Room Sanitization

- a.** Vacuum, sweep, mop or hose room as applicable to remove gross debris.
- b.** Remove any sensitive equipment that may be harmed by disinfectant chemicals.
- c.** If animals are NOT in a ventilated cage system, they are to be removed during sanitation.
- d.** If fogging room, all animals must be removed regardless of housing.

C. Physical Sanitization

- a.** Prepare solution of approved detergent/disinfectant agent.
- b.** Sanitize all room surfaces including ceiling, walls, floors, light covers, cage changing hood / biosafety cabinet working from the highest point to the lowest using a high pressure sprayer, sponge mop, fogger or other device as directed by LARC management.
- c.** Allow surfaces to dry. Post a notice on door indicating that room has been sanitized.

D. Post Sanitization

- a. There may be times that samples from sanitized rooms will be taken to ensure proper sanitation as described in *SN-01 Chemical and Biological Monitoring of Facilities and Equipment*.
- b. LARC management may deem it necessary to utilize pre-poured Rodac plates in place of, or in addition to, PocketSwabs® Plus.
 - i. Ensure that surfaces are dry prior to sampling. Samples will be taken from 4 different locations in the room.
 - ii. Incubate plates for 48 hours. Total plate count should not exceed 50 colony-forming units (cfu's). LARC personnel will review the results and report unsatisfactory findings to the LARC management. If the count exceeds 50 cfu's, the whole room or just a portion may be re-sanitized, as directed by the LARC management . Corrective action will be documented.
- c. Once room is sanitized successfully, repopulate animals and materials.

E. Documentation

- a. Document room sanitization on the Animal Room Maintenance Record.
- b. Document results and corrective actions taken in the event of failures.