

Instructions to Investigators Submitting Animal Use Protocols for Projects Funded from Non-Peer Reviewed Sources

In accordance with *Canadian Council on Animal Care* and *Algoma University* policy, all research projects involving the use of animals must be peer reviewed for scientific merit. Projects funded by the major granting agencies (e.g. CIHR, NSERC, NIH, FRSQ) are considered having been reviewed for scientific merit, and therefore do not need to undergo further review.

In cases where project funding comes from non-peer reviewed sources such as internal departmental funds or industry, it is necessary for the ACC to receive peer review to attest for scientific merit from two qualified scientists. Documentation must come from two qualified individuals outside of the author's unit or department, following standard guidelines with respect to conflict of interest (below). If this study is not funded by a peer reviewed agency or has not been given scientific merit by independent experts, the researchers may provide 3-5 names of qualified experts who are at arms length as defined in the peer review requirements. The Animal Care Committee may choose two of these or choose other people who will provide peer review on scientific merit.

In cases where the project funding comes from a small foundation or an industrial source where peer-review for scientific merit has been conducted, documentation regarding the dates of review, the composition of the scientific panel and a brief description of the review process should be provided. The ACC does not necessarily have to accept such peer review.

Fourth year student projects generally encompass teaching and research. The ACC would expect that in these cases, that there is merit that includes pedagogical and scientific aspects, and as such, external peer review will not be necessary. The ACC suggest that university administration (chair of department or others) ask 2 or more faculty members who are independent of the project and yet reasonably familiar with the area to review both the pedagogical and scientific merit. If we cannot find two independent faculty members with reasonable expertise, we should seek external peer review.

The ACC discourages projects past level C invasiveness in these situations unless they are very well justified, closely monitored and approved for scientific merit by external peer review.

Teaching courses involving live animals require departmental pedagogical review only (2 members or a departmental committee attesting to the values of pedagogical merit). The ACC does discourage the use of live animals in situations where there are viable alternatives and investigators are asked to substantiate the use of live animals.

All other research requires appropriate independent external peer review for scientific merit. (See peer review document for procedure). Peer reviewed funding may fulfill the peer review criteria, however the ACC does have the final word on the selection of peers and is also at liberty to request other reviews if not satisfied with the reviews received.

The review should include the items listed on the PEER REVIEW QUESTIONNAIRE (SEE NEXT PAGE).

Further information may be obtained from the *Animal Care Committee* Chair or the *Vice President - Academic.*

Definition of Conflict of Interest

Reviewers must declare a conflict of interest when they:

- are from the same immediate department or company as the applicant, and who interact with the applicant in the course of their research
- have collaborated, published or been a co-applicant with the applicant, within the last five years,
- have been a student or supervisor of the applicant within the last ten years,
- are a close personal friend or relative of the applicant,
- have had long-standing scientific or personal differences with the applicant,
- are in a position to gain or lose financially from the outcome of the application (e.g., hold stock in the company of an industry partner or a competitor) or for some other reason feel that they cannot provide an objective review of the application