

**STANDARD OPERATING PROCEDURES**  
**DIVISION OF COMPARATIVE MEDICINE**  
**UNIVERSITY OF SOUTH FLORIDA**

SOP #026.1

Date Issued: 2/03

Date Revised: 5/10

Page 1 of 2

---

**TITLE:**  
**SCOPE:**

**Laboratory Animal Adoption Program**

4. Upon successful completion of the **Questionnaire for Animal Adoption**, the veterinarian conducts a physical examination of the animal, and may elect to further evaluate the animal, conduct additional clinical pathology tests, and administer vaccinations or treatments as indicated to contribute to good animal health.
5. Elective medical and surgical procedures that may improve the suitability of the animal as a pet are not performed by University veterinarians, must be performed by a Florida-licensed practicing veterinarian off campus, and are at the discretion of the new owner.
6. The veterinarian will review the animal's medical record, including the findings of any additional evaluations or tests, and all treatments with the prospective owner. All original records must remain with Comparative Medicine. A separate summary of the animal's health history can be written by the veterinarian and provided to the prospective owner upon request. Complete research animal medical records are not transferable to the prospective owner.
7. Upon successful completion of the physical examination and/or treatments, and review of records, a date is set for adoption and transfer to the new owner.
8. On the date of adoption, the requesting individual must complete an **Animal Adoption Agreement** (see CMDC # 092), the original of which is retained by Comparative Medicine, and a copy of which is given to the prospective owner, as well as a copy of **Laboratory Animal Adoption Program Policy and Procedures** (CMDC # 093).
9. All permanent identification (e.g., ear tag, collar) is removed on the day the animal is removed from the facilities of Comparative Medicine.
10. On the date the **Animal Adoption Agreement** is signed the animal must be removed from the facilities of Comparative Medicine. Once the animal leaves the facilities, it is the possession and responsibility of its new owner. The University is not responsible or liable for the animal or its actions or use.
11. Additional medical and surgical procedures (e.g., spaying, neutering, de-clawing) must be performed by a Florida-licensed practicing veterinarian off campus at the discretion of the owner.

Approved:

Date: