

STONEHILL COLLEGE

Rodent Bedding Preparation and Disposal SOP

The intent of this Standard Operating Procedure (SOP) is to describe proper rodent bedding preparation, sanitation, and disposal. This procedure is approved by the Institutional Animal Care and Use Committee (IACUC) of Stonehill College. Any exemption must be approved by the IACUC prior to its application.

1. Introduction: Bedding is the substance used to absorb animal waste. Ground corn cob, wood shavings, compressed paper are the most common types of bedding used for rodents. The characteristics of good quality bedding material are availability, non-nutritive, absorbent, non-toxic, comfortable, disposability, and uniform size.

2. Materials:

- Beta chip bedding
- Pine shavings bedding
- Bedding disposal station
- Surgical scrubs or polypropylene lab coat
- Bonnet
- Booties
- Mask
- Gloves

3. Procedures for preparation:

- a. All bedding must be highly absorbent and autoclavable.
- b. All bags must be checked upon arrival for integrity. Any torn bags will be returned to the vendor.
- c. All bags must have manufacture date marked on them.
- d. Before bags enter the facility they must be sprayed with disinfectant.
- e. Bedding must be rotated with all new arrivals. The bags with the oldest date on them will be placed on the front or top and used first.
- f. Bedding must be stored on shelves or pallets, off the floor, and must be 6 inches away from the wall.
- g. Storage room must be swept as needed, mopped each week, and must have

STONEHILL
COLLEGE
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provisions for vermin control (ex-live traps, etc.).

h. All open bags must be kept in a clean, covered container.

4. Procedures for disposal:

- a. Dirty cages must be delivered to the soiled cage-wash area.
- b. Along with the usual PPE, a mask must be worn during the cage disposal procedure in order to protect the Animal Care Technician from dust and dander.
- c. Dirty bedding must be discarded using the bedding disposal station. The station must have a designated and labeled (WASTE) container that has a liner within it.
- d. The container must be washed in the cage/rack washer at least once a month.
- e. Once the liner is three-quarters full, it must be tied securely and removed from the container.
- f. The bag is then placed in the dumpster located on the loading dock, which is serviced by a waste management company.

5. The bedding disposal stations must be cleaned once a week and more if necessary.

6. The pre-filter on the bedding disposal station must be changed once a month.

7. The bedding disposal station must be inspected and certified once a year.