

LARAC EMPLOYEE TRAINING

I. Purpose

- A. To outline the training, education, and experience required of LARAC staff.
- B. To certify LARAC personnel in ALAT, LAT, and LATG.

II. Responsibility

- A. All LARAC staff must receive formal training regarding the requirements of the area assigned to them. Cross-training in other areas may also occur.
- B. All LARAC staff are encouraged to become certified through AALAS to standardize the scope and depth of their training.

III. Procedures

- A. Training Program
 - 1. New employees are required to obtain a training manual from the LARAC office.
 - 2. New employees are then trained in a particular area(s) by an experienced, full-time employee.
 - 3. The training manual must be signed by the experienced employee, indicating completion of the new employee's training.
 - 4. Training manuals for each employee are kept on file in the LARAC office.
 - 5. Student employees are trained in the same manner as regular employees.
- B. AALAS Certification
 - 1. LARAC will provide the opportunity for training in proper laboratory animal care through traditional classroom or online training. These sessions will be geared toward preparation for AALAS certification.
 - 2. Training sessions can also be accessed via the AALAS Learning Library.
- C. An online animal user's course is mandatory for all animal users. It can be accessed at the Mississippi State University regulatory compliance website.
- D. Mississippi State University encourages continuing education to employees by offering free tuition for up to six hours course work per semester.