



CCAC National Workshop 2015

ACC Site Visits

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Outline

- Poll
- Webinar
- Policy
- Rationale
- Coverage
- Resources
- Challenges
- Best practices
- Group Discussion



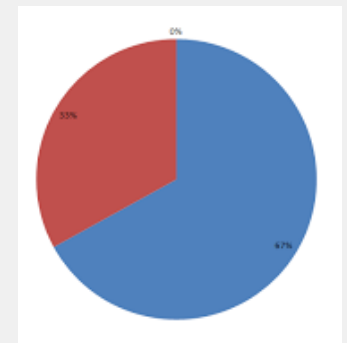
CCAC Webinar

- ACC Visits of Animal Facilities, 2010
- CCAC website under Learning Centre



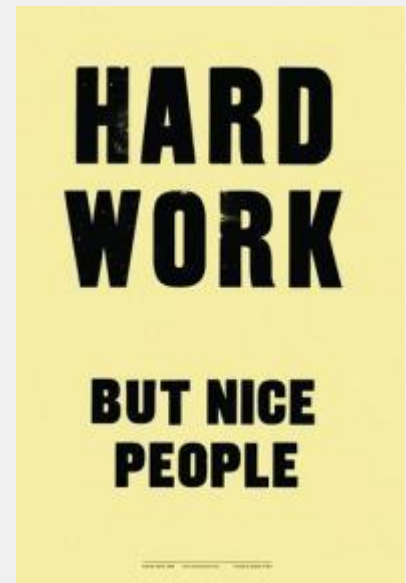
Icebreaker Informal Poll

- Yes we are militant about our annual site visit and have a comprehensive inspection form.
- Yes we do visits (of most of the sites) and have a form but things could be better.
- Yes we visit ~annually but don't have a formal form.
- What we need to do site visits?!



ACC Job Description

- Protocol Review
- Implementation of SOP
- Development of policies
- PAM
- **Visits of animal facilities**



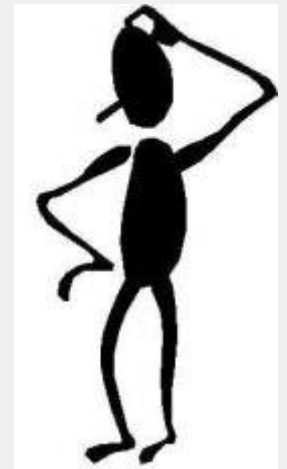
CCAC Policy; Terms of Reference for ACC, 2006

- Section 4 - Meetings
 - Annual visit
 - Document visit and subsequent actions
 - Full ACC participation but may divide if there are lots of sites
 - Each member should participate
 - More frequent visits when necessary



Rationale

- Ensure that the facilities, equipment, & human resources are appropriate
- Meet users and support personnel
- Observe procedures
- Better understand the work
- Ensure compliance with approved protocols
- Make recommendations and commendations



Coverage

- Strategic planning
- Management
- Staffing
- Infrastructure



Resources

- CCAC Guidelines
- The current ACC-approved protocols
- Past visit reports
- Past CCAC Assessment Report
- Canadian Biosafety Standard, 2nd Ed.
- Containment Standards for Facilities Handling Aquatic Animal Pathogens



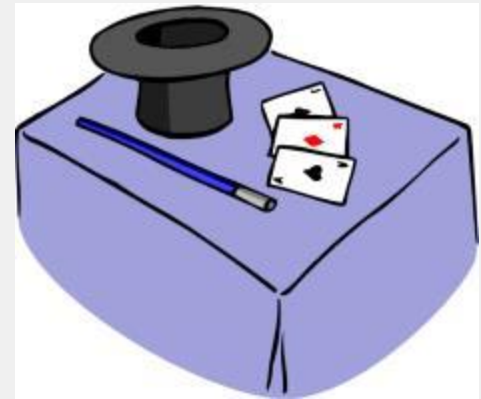
Challenges

- Participation
- Time
- Focus
- Follow-up



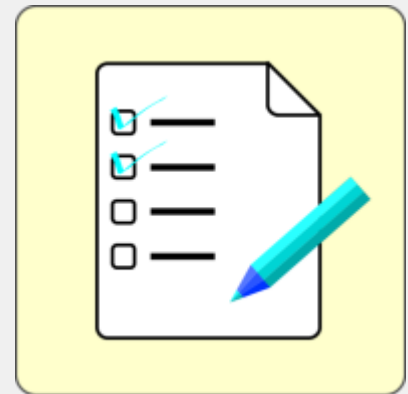
Best Practices

- No one solution for all programs
- Build and fine-tune your approach over time
- Seek out advice from others



Site Visit Form

- Customize form to the location being visited
- Use a combination of check boxes and text boxes
- Pre-fill form with key information
- Highlight key/problematic areas
- Delegate someone to complete the form



Divide & Conquer

- Divide the various sites amongst several sub-committees
- Divide the visits over the course of the year



Strategic Scheduling

- Schedule during the “slow months”
- Schedule before lunch
- Stick to an allotted time



Time now for discussion!

- Need clarification on any item?
- Any other challenges that you are encountering?
- What pearls-of-wisdom would you like to share?
- Are you in the right session?

