# WORKING GROUP: COMPLIANCE UNIT STANDARD PROCEDURE (CUSP) SHARING SITE

Working Group Meeting
May 10, 2018

OFFICE OF ANIMAL WELFARE
*Research Support Services*

## Agenda:

- Team Updates

- Discussion Topics

- Goals for June Meeting

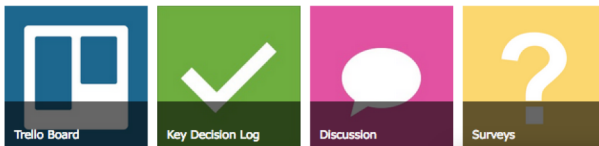- Update on 21st Century Cures Act

# CUSP Sharing Site
## *Working Group*

**Goal:**

Create a repository where participating institutions can share standard substances and procedures to be used in animal care protocols with the broader animal welfare compliance community.

Quick Links

| Trello Board | Key Decision Log | Discussion | Surveys |

# New Documents!

- **Key Decision Log**

- **Scope & Spec Sheet**

- **Located on our SharePoint site**

## Meeting Summaries

⊕ New    ⬆ Upload    ♻ Sync    ◯ Share    More ⌄

| | Name | | Modified | Modified By |
|---|---|---|---|---|
| | 2017 Meetings | ... | January 12 | ☐ Aubrey Schoenleben |
| | CUSP_Working_Group_2018-01-08 | ... | January 30 | ☐ Aubrey Schoenleben |
| | CUSP_Working_Group_2018-02-08 | ... | April 24 | ☐ Aubrey Schoenleben |
| | CUSP_Working_Group_2018-03-09 | ... | March 16 | ☐ Aubrey Schoenleben |
| | CUSP_Working_Group_2018-04-13 | ... | April 24 | ☐ Aubrey Schoenleben |

Drag files here to upload

## General Documents

⊕ New    ⬆ Upload    ♻ Sync    ◯ Share    More ⌄

| | Name | | Modified | Modified By |
|---|---|---|---|---|
| | Data Import & Export Files | ... | September 7, 2017 | ☐ Langston, Jaret A |
| | Data Import & Export Survey Results | ... | August 30, 2017 | ☐ Aubrey Schoenleben |
| | Example Standard Procedures | ... | August 30, 2017 | ☐ Aubrey Schoenleben |
| | Presentations | ... | October 16, 2017 | ☐ Aubrey Schoenleben |
| | CUSP Proposal - FINAL | ... | November 8, 2017 | ☐ Aubrey Schoenleben |
| | CUSP Scope and Spec Sheet - DRAFT [4-21-18] | ... | Tuesday at 3:12 PM | ☐ Aubrey Schoenleben |
| | Key Decision Log | ... | May 3 | ☐ Aubrey Schoenleben |
| | Species List_Collated_Responses_8-22-17 | ... | August 30, 2017 | ☐ Aubrey Schoenleben |
| | User Guidance Document - Data Storage Task Group | ... | November 15, 2017 | ☐ Madeline Budda |

Drag files here to upload

## Team Updates

1. **Data Storage & Maintenance – No updates this month**

2. **Data Import & Export**

3. **Data Organization**

Behavioral Studies or Testing

Blood or Tissue Collection

Compound, Agent or Biologic Administration

# **Procedure Types Discussion**
May 11th at 8am in the Yosemite Room
*Restricted to Working Group Members*

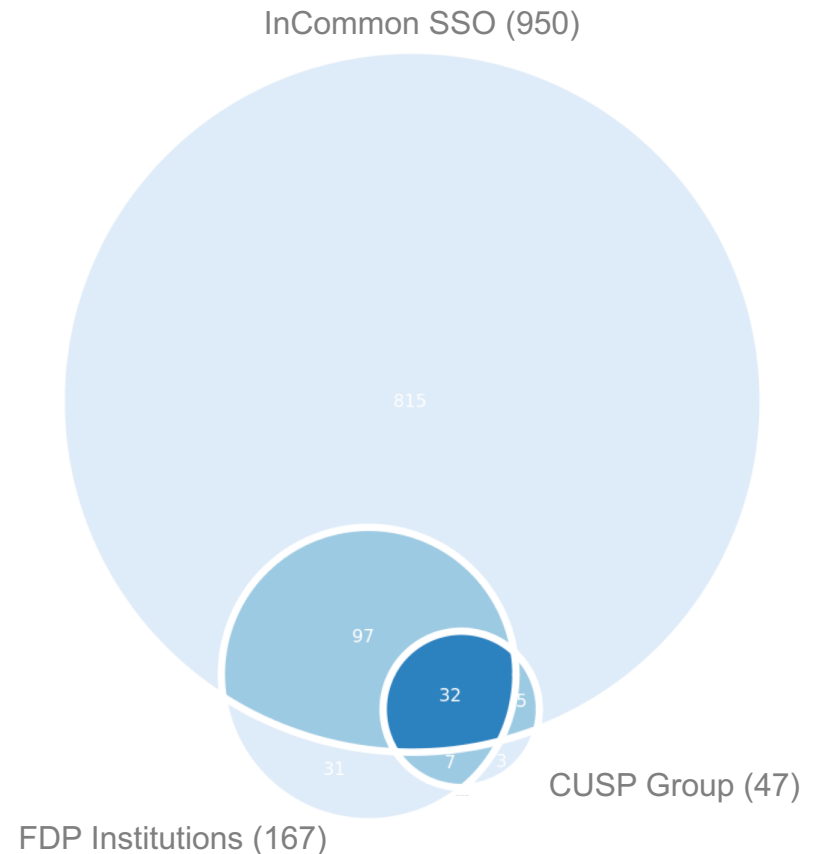Imaging and Recording

Induction and Monitoring of Illness

Irradiation

Surgery

Capture and Trapping

# Topic Update: Is single sign on (SSO) a viable option?

- InCommon Federation is an SSO provider that serves U.S. education and research communities.

- Institutions need to be an InCommon member to use SSO through this provider.

- 77% of FDP institutions and 78% of CUSP members are part of InCommon Federation.

  ➢ **Will site be housed by thefdp.org?**

  ➢ **Does new hosting service support InCommon federated log in?**

InCommon SSO (950)

815

97

32

31    7

FDP Institutions (167)

CUSP Group (47)

http://www.venndiagrams.net/

https://

**Jane Doe**
Log Out

Home | My Procedures | My Accounts | Reports | Site Administration | Help

# My Procedures

**1**

➕ Create New Procedure

⬆ Upload New Procedure

✏ Edit Procedure

🗄 Archive Procedure

🗑 Delete Procedure

**2**

🔍 search

| ID | Procedure Name ⬍ | Species ⬍ | Procedure Type ⬍ | Date Submitted ⬍ | State ⬍ | Select ⬍ |
|---|---|---|---|---|---|---|
| 123 | Procedure 1 | Mouse | Substance Administration | 2/10/18 | Active | ☐ |
| 043 | Procedure 2 | Mouse | Survival Surgery | 11/5/17 | Active | ☐ |
| 044 | Procedure 3 | Rat | Substance Administration | 11/5/17 | Archived | ☐ |
| 045 | Procedure 4 | Mouse | Euthanasia | 11/5/17 | Active | ☐ |
| 032 | Procedure 5 | Rat | Euthanasia | 8/23/17 | Active | ☐ |
| 325 | Procedure 6 | Mouse | Euthanasia | 8/24/17 | Archived | ☐ |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

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# My Accounts

## New Account Requests ②

| Name^v | Email | Date Requested^v | Approve/Deny |
|---|---|---|---|
| Jane Doe | jdoe@university.edu | 5/3/18 | ✓ ✗ |
| Amy Fowler | aff@university.edu | 5/1/18 | ✓ ✗ |
| David Kennedy | dk3@university.edu | 4/28/18 | ✓ ✗ |
| | | | |
| | | | |
| | | | |

➕ Create New Account

①

✏️ Edit Existing Account

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https://

**Jane Doe**
Log Out

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# Create New Account 1

First Name

Last Name

Email

Title

Account Type 2    ▼

Institution 3    ▼

**Create Account** 4

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https://

Jane Doe
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# Manage Existing Accounts

**(1)** 🔍 search

| Name^v |
|---|
| Jane Doe |
| Amy Fowler |
| David Kennedy |
| Chris York |
| Lauren Smith |
| Joe Science |
| Stephie Spencer |
| Enrico Pallazzo |

## Jane Doe

*Account State: Active*
*Created 3/22/17 at 11:23 am*

[ Inactivate Account ]    **(3)**

**First Name:** Jane

**Last Name:** Doe

**Email:** jane.doe@university.edu

**Password:** XXXXXX

**Institution:** University A ▼

**Title:** IACUC Administrator

**Account Type:** Community Member ▼

[ Save ]    **(2)**

https://

**Jane Doe**

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# Reports 1

All Procedures

All Users

Procedures Due to Expire

Procedure Integrity

Procedures at My Institution

Procedures I've Endorsed

Users at My Institution

# Discussion Topic: PDF or Print Function?

*Question: Will users ever need or want a PDF version of a procedure to review, or a "print procedure" function?*

- From a development perspective are these features technically challenging to incorporate?

- Are these features out of scope for the first phase of this project?

**Brainstorm FAQs!**
**(Please enter in to Trello)**

## Goals for May Meeting

- Aubrey/UW: Revise wireframes based on feedback; follow up on SSO questions; draft disclaimer for review

- Data Organization and Import/Export Team: Build out 2 procedure types

- Form Team: Draft new mockup of procedure entry form.

- Data Storage Team: Define process for renewing a procedure.

# Next Meeting:
## June 1, 2018 at 9:30 am PST

Email Aubrey (aubreys@uw.edu) if you'd like to add a topic to the agenda.