PROJECT UPDATE: COMPLIANCE UNIT STANDARD PROCEDURE (CUSP) SHARING SITE

Winter FDP Meeting
January 9, 2020
Current Status of CUSP Project:

Goal: To create an online repository where participating institutions can share standard procedures used in animal care protocols.

- Initial system build
- Initial testing of system
- Identify major bugs, usability issues or feature gaps
- Largely performed by tech team + 2-3 institutions

Alpha Testing

Developers:
- David Wright (FDP)
- Jaret Langston (UAB)

Alpha Testers:
- Scott Bury (Vanderbilt)
- Elaine Kim (CSU)
- Ellen Ladenheim (JHU)
- Eva McGhee (Charles Drew)
- Aubrey Schoenleben (UW)
- Sally Thompson-Iritani (UW)
Alpha Phase: What’s Happened Since September?

- Development and testing for Iterations #2-4
  - Account requests
  - User profiles
  - User roles (community member, institutional rep, admin)
  - Manual entry of procedures
  - Procedure activities: archive, bookmark, delete, endorse, flag, renew
  - Site maintenance features

- Iteration #5 testing currently underway
Alpha Phase: What’s Left?

- Parent/child structure
- Search and filter functions
- Copy procedure
- Re-activate procedure
- Reports
- Notifications
- Help page*
- Logo/aesthetics*
Development Phase: What’s Next?

**Alpha**
(In progress!)
- System construction
- Initial testing of system
- Identify major bugs, usability issues or feature gaps
- Tech team + 2-3 institutions

**Beta**
(Q2 2020)
- Second phase of pre-release testing
- Simulates how system will be used in real life
- Identify bugs and other technical issues
- 6-8 institutions

**Pilot**
(Q3 2020)
- Last phase before release
- Identify bugs and other technical issues
- Evaluate qualitative aspects (e.g., how user friendly is the system)
- 15-20 institutions
Education & Outreach
• Develop and maintain instructions and supporting resources
• Develop and issue press releases and other outward communication (e.g., email updates to users).
• Develop and issue articles and presentations.
• Coordinate outreach efforts to larger animal welfare community (e.g., presentations at local meetings)

Help Desk
• Set up user accounts for new institutional reps
• Provide starter instructions for new users
• Respond to requests to join CUSP
• Monitor site admin email for any technical or instruction help needed
• Maintain CUSP listserv

Quality Control
• Develop, issue and analyze ongoing surveys and evaluations
• Data integrity review and analysis (e.g., incomplete records)
• Review and resolution of flagged procedures
• Follow up with institutions as needed to correct incomplete records, address flagged procedures, etc

Technical Systems
• Technical assessment and development of desired enhancements
• Test and deployment of any code changes
• Troubleshoot technical issues
• Respond to questions re: technical aspects of the project
• Develop and maintain technical documentation.

New Working Group Structure
Jan/Feb 2020

Volunteers Needed
Email Aubrey (aubreys@uw.edu)
Upcoming Meetings:

1. **Working Group Meeting**
   January 24, 2020
   11am PST, Zoom Meeting

2. **PRIM&R IACUC Conference**
   April 6, 2020
   1:45pm EST, Session B07
   Orlando, FL

3. **NABR Webinar**
   April 29, 2020
   12:30pm EST