**Cage Change Station Cleaning Procedure**

Last Reviewed: May 3, 2024

 **I. Purpose**
The purpose of this SOP is to instruct the LAR staff in the proper procedure to clean the NUAIRE Allergard and Baker AniGard II animal transfer stations.

**II. Responsibility**
The LAR staff is responsible for knowing how to clean and sanitize all lab equipment, including animal transfer stations. This procedure should be performed cursorily after each use, and thoroughly after each cage change.

**III. Procedure**

Baker AniGard II Model (smaller, with hand crank)

1. Turn off the blower/fan. Prop up the plexiglass sash using the metal catch.
2. Remove table top, or prop up the left end of it using the hooks hanging from the top of the change station. To lift the table top, use the small, round, button-like handles at the corners.
3. Vacuum the interior of the change station, the black filter on the bottom, and the holes in the table top.

 \*\*For sensitive rooms (i.e. Jeff Good’s mice), use towels to sweep and remove debris from the interior, and remove the filter to the dirty cage room to vacuum.

1. Using Peroxigard, wipe down the interior of the change station, including the sides and under the lips. Wipe down the underside and sides of the table top, replace the table top, and wipe down the top surface.
2. Wipe down the plexiglass, crank handle, and buttons panel.

NUAIRE Allergard Model (larger, with power hydraulic lift)

1. Turn off the blower/fan. Prop up the plexiglass sash by lifting it fully.
2. Lift the near side of the table top using the steel handle, and prop it up at an angle using the legs attached to the underside.
3. Remove the interior steel baffle covering the filter. Wipe baffle down with Peroxigard, and set aside.
4. Vacuum the interior of the change station, including around and atop the filter area, and the holes in the table top.
5. Using Peroxigard, wipe down the interior of the change station, including the sides. Wipe down the underside and sides of the table top, replace the baffle, replace the table top, and wipe down the top surface.
6. Wipe down the plexiglass, buttons panel, and leg crossbars of change station.

 Note: Every 6 months, table tops should be sent through the cage washer.