Individual Training Record

For students and employees: Please make sure to document all training you receive. It is advisable to keep a copy of this record with your PI as well as yourself, and update as often as needed.

Examples of training to be documented: handling, restraint and basic needs of the species you will be working with and specific procedures listed in the protocol(s) (such as surgery, injections, blood collection).

Trainee Name: ____________________________

PI and Protocol Number(s): ______________________

Trainer Name(s): ____________________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Description of items (list species)</th>
<th>Trainee initials</th>
<th>Trainer initials</th>
<th>Proficiency achieved?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/1/18</td>
<td>Example: Oral gavage and injection techniques (mouse)</td>
<td>WV</td>
<td>AK</td>
<td>No</td>
</tr>
<tr>
<td>1/2/18</td>
<td>Example: Oral gavage and injection techniques (mouse)</td>
<td>WV</td>
<td>AK</td>
<td>Yes 1/2/18</td>
</tr>
</tbody>
</table>

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