

Release Date: May 5, 2014

The latest update to eResearch Animal Management (eRAM) includes new features related to **Cage Cards**, **Breeding Sheets** and **Billing/Charge Information**. The following is a summary of changes as they relate to PIs and Lab Personnel. All job aids linked in this document can also be found on the [eRAM Training page](#).

Cage Cards

Users now have the ability to view Cage Card information in eRAM.

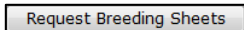
- A **Cages** tab has been added to the protocol workspace listing cage card information associated with the applicable protocol. The list includes links to each Cage Card's workspace.
- From a **Cage Card workspace**, PI/Lab Personnel are able to view Billed Care Days by ULAM, update animal information on the cage card, update the Health Contact and Per Diem shortcode, as well as request that ULAM reprint a cage card.

For additional details, view the [Cages Reference Sheet](#)

Breeding Sheets

Previously, Breeding Sheets were requested via email or through the ULAM website. Users now have the ability to request Breeding Sheets for tracking animals that were bred in a lab in eRAM.

- Breeding Sheets can be requested from an **approved** protocol's workspace via the **Request Breeding Sheets** button.

A rectangular button with a thin border and the text "Request Breeding Sheets" centered inside.

For additional details, view the [Request Breeding Sheets](#) step-by-step procedure.

Designated Billing Viewers

The Billing View is a new role in eRAM. PIs (Shortcode Responsible Person) and Shortcode Managers now have the ability to designate Billing Viewers for individual shortcodes. PIs (Shortcode Responsible Person), Shortcode Managers and Billing Viewers receive emails for billing and can view Statements of Charges.

- Billing Viewers are added via the **Manage Shortcodes** tab in your Home Workspace.
- Billing Viewers can only see the Statement of Charges workspace and the (Billed) Charge workspace for the shortcode(s) they are assigned to.

For additional details, view the **Adding a New Billing Viewer** section (pg. 6) of the [Manage Shortcodes](#) step-by-step procedure.

Statement of Charges

Rather than receiving paper Statements of Charges (SOCs) each billing period, Shortcode Responsible Persons and their designated Shortcode Managers will now receive electronic SOC's via email.

Charges

A **Charges Information** tab has been added to the protocol workspace, which lists all charges associated with the applicable protocol. Each listed charge also contains a link to the applicable (Billed) Charge workspace where you can view additional details about the charge.

For additional details, view the [Charges Reference Sheet](#).

Quick Cards (New Cage Cards)

Previously, Quick Cards were requested via email or through the ULAM website. Users now have the ability to request Quick Cards for tracking animals that were not bred or ordered in eRAM.

- Quick Cards are usually requested from an **active** Animal Use Form workspace via the **Request Quick Cards** button. Quick Cards can also be requested from an **approved** protocol's workspace.

Request Quick Cards

For additional details, view the [Request Quick Cards](#) step-by-step procedure.