

SCHEDULE B
HOSPITAL AND PRACTICE STANDARDS
FOR
HOSPITAL AND VETERINARY SERVICES
PROVIDED UNDER *THE VETERINARY SERVICES ACT*

A - FACILITIES

1 - Physical Plant

- (a) the hospital shall be of good construction and permanent in nature. The hospital and grounds shall be kept neat, clean and in good repair. The hospital shall be adequately heated, lighted, ventilated and screened. Emergency lighting and fire extinguishers shall be available;
- (b) waiting room facilities shall be available for the protection of patients;
- (c) separate rooms shall be provided for small animal:
 - 1 – examination and treatment,
 - 2 – surgery,
 - 3 – private hospitalization;
- (d) separate areas shall be provided for large animal:
 - 1 – examination and treatment,
 - 2 – surgery,
 - 3 – private hospitalization;
- (e) all floors of animal hospitalization area shall be of water-impervious material, and well drained;
- (f) all interior walls shall be tiled, enameled or painted so that they can be easily cleaned;
- (g) all working surfaces shall be of such construction as to permit disinfection and proper cleanliness;
- (h) adequate cupboard space shall be provided for the storage of drugs, equipment, cleaning materials and food;
- (i) adequate parking facilities must exist for the convenience of clients;
- (j) an enclosed well drained area with solid partitions to prevent nose to nose contact shall be provided to exercise patients regularly.

2 - Personnel

- (a) the establishment shall be directed and supervised by a registered veterinarian;
- (b) the numbers of professional and lay personnel shall be adequate for care of hospitalized animals and out-patients;
- (c) all personnel shall be attired in clean and neat garments and shall present a neat appearance;
- (d) the hospital shall be attended during regular working hours.

3 - Equipment

The basic hospital equipment listed in Item E of this Schedule shall be included in the hospital inventory or be accessible from alternate sources.

B - SERVICES

1 - Surgical

(a) adequate surgical equipment (including drugs) shall be available in order to properly perform the procedures which are being done at the hospital in a separate and distinct area exclusively for surgery;

(b) surgical procedures shall be carried out by approved aseptic technique;

(c) small animal preparation:

- 1 – clipped and shaved,
- 2 – scrubbed with soap and water,
- 3 – disinfected,
- 4 – draped with sterile drapes to exclude unprepared areas of skin;

(d) large animal preparation:

- 1 – clipped,
- 2 – scrubbed with soap and water,
- 3 – disinfected,
- 4 – draped where practical;

(e) the surgeon shall wear cap, mask, sterile gown and gloves for major surgery in small animal practice, and clean attire appropriate to the need for large animals.

2 - Medical

(a) diagnostic facilities shall be available;

(b) adequate parenteral fluids shall be available on the premises.

3 - Records

The veterinarian(s) shall keep and retain adequate client/patient records which shall include:

(a) client's name, address and telephone number, if any;

(b) identification of animal(s) treated;

(c) history of condition suffered;

(d) diagnostic tests used;

(e) diagnosis made;

(f) treatment administered or dispensed.

4 - Pathological

Facilities for biopsies and necropsies shall be available on the premises and be used routinely, where such procedures are indicated.

5 - Nursing

- (a) hospitalized animals shall be examined by a veterinarian at least twice daily;
- (b) hospitalized animals shall be fed an adequate diet and exercised and bathed or groomed as necessary to maintain good health and well being;
- (c) seriously debilitated patients shall be kept under regular observation appropriate to their condition;
- (d) cages and pens shall be kept clean at all times;
- (e) refuse shall be stored in closed containers and not allowed to accumulate.

6 - Pharmacy

- (a) a separate area or areas shall be provided for dispensing and storing drugs;
- (b) all drugs shall be neatly stored in cupboards or on shelving of good appearance;
- (c) all drugs shall be protected from exposure to temperature extremes;
- (d) all perishable drugs shall be kept refrigerated;
- (e) a separate locked cupboard shall be provided for narcotic and controlled drugs;
- (f) narcotic, controlled and prescription drugs:
 - 1 - shall be restricted to the sale or use by or on the order of a licensed veterinary practitioner,
 - 2 - shall require a proper diagnosis of the particular case or full and recent knowledge of the health status of the particular animal(s) under treatment before being dispensed or repeated,
 - 3 - shall be required for the condition for which the animal(s) are being treated,
 - 4 - shall be adequately labelled with specific instructions for use in the case at hand,
 - 5 - shall not be available on demand,
 - 6 - shall not be sold over the counter by non-professional staff;
- (g) record of each sale or use of a narcotic, controlled or prescription drug shall be kept showing:
 - 1 - the date on which the drug was sold or used,
 - 2 - the name and address of the livestock owner to or for whom the drug was sold or used,
 - 3 - the identity and number of animals for which the drug was sold or used,
 - 4 - the diagnosis of the condition for which the drug was sold or used,
 - 5 - the name and quantity of the drug which was sold or used.

C - RESPONSIBILITY

1 - Hospital and Practice Standards

- (a) a veterinarian providing service under a Form 2 Agreement shall exercise professional care and stewardship of the public hospital, grounds, equipment, business name, phone listing and funds which are or may be entrusted to him for the duration of the agreement;
- (b) a veterinarian under a Form 2 Agreement shall provide his services equally to all ratepayers of the district;
- (c) a veterinarian providing services under a Form 2 Agreement shall maintain his competency and meet the continuing education and Code of Ethics requirements of the M.V.M.A.;
- (d) a veterinarian who resigns or whose Form 2 Agreement is terminated shall consider it his public and professional obligation to arrange a compatible transfer of the public property and his client/patient medical records in good condition and intact to his successor.

D - PROFESSIONAL CALLS OUTSIDE THE HOSPITAL

Certain minimum standards shall be observed:

- (a) the vehicle and equipment shall be clean, neat and in good repair;
- (b) clean coveralls or other outer garment shall be available for each call;
- (c) footwear shall be cleaned and disinfected on the premises after each professional call;
- (d) syringes, instruments, intravenous apparatus and parenteral medication shall be "sterile" or sterilized for each procedure;
- (e) obstetrical sleeves shall be used for all rectal and vaginal procedures.

Definitions

"Major Surgery": Surgery where viscera, bones or extensive areas of tissue are exposed, or other important surgery where failure endangers the life of the patient or the function of an organ or a system.

"Aseptic Technique": Technique in all procedures which, under the existing conditions, affords the patient maximum protection from infection.

E - HOSPITAL EQUIPMENT INVENTORY

It is recommended that the following minimum level of equipment be budgeted from the basic matched grants and purchased by each Veterinary Services Board over reasonable time.

	Owned Year	Budget Year		Owned Year	Budget Year
a. Reception area:			b. Dispensary		
Adding Machine			Biologic refrigerator		
Calculator			Counter space		
Chairs - Clients			Drug shelves		
Desk & chair - Receptionist			Locked narcotic cupboard		
Filing cabinet					
Shelves					
Telephone					
Typewriter					
Two-way radio or mobile phone					
Fax Machine					
c. Veterinarian's Office			d. Suite - optional		
Desk and chairs			Lounge		
Filing cabinet			Refrigerator		
Book shelves			Sink and cupboards		
Telephone extension			Stove		
			Table and chairs		
e. Small Animal			f. Kennel and Prep. Room		
1. Surgery			Cupboard		
Autoclave			Hair Clipper		
*Gas Anaesthesia			Kennels		
Instrument tray			Prep. table		
Operating table			Shelves		
Surgical light					
Sink					
Towel dispenser					
Waste receptacle					
2. Examination					
Oph-oto-scope					
Examination table					
Stethoscope					
Towel dispenser					
Waste receptacle					

	Owned Year	Budget Year		Owned Year	Budget Year
g. Large Animal			h. Laboratory		
Cupboards and shelves			Centrifuge		
Holding pen			Incubator		
Holding chute & headgate			Microscope		
High pressure pump			Refrigerator		
Hair clippers			Sink		
Instrument tray			Towel dispenser		
Surgical light			Waste receptacle		
*Tilt-table					
Sink					
Towel dispenser					
Waste receptacle					
Unloading ramp					
i. *X-ray Equipment			j. Post Mortem		
X-ray machine (registered)			Cupboard		
Apron and gloves			Sink		
Cassettes			Table		
Collimator			Cadaver freezer		
Developing tanks					
Timer and light					
Film hangers					
k. General			N.B. *Optional		
Emergency lights			Where the volume of work warrants, this		
*Electro-ejaculator			equipment should be added to the hospital		
Fire extinguishers			inventory.		
Lawn mower			Date		
Snow blower			Board Chairman		
Shovels, brooms and forks			Board Secretary		
Washer and dryer			Veterinarian		