

**Veterinary Facility Evaluated:**

**Rule 25: Mobile animal services for private practitioners practicing from a registered physical veterinary facility and Compulsory Community Services facilities**

**NAME OF THE FACILITY (must operate with the same name as base facility): -**

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**BY TICKING YES TO ANY RULE ON THIS CHECKLIST YOU AGREE THAT THE FACILITY ALREADY COMPLIES WITH THAT STANDARD.**

Rules 25: Mobile animal services for private practitioners						OFFICE USE			
						YES	NO	CATEGORY A, B or C	
<b>Rule 25</b>	<b>(1)</b>	<b>These facilities and services must:</b>							
	(a)		be registered in the name of the principal of the physical veterinary facility registered with the Council and operate under the same name as the registered physical facility, except if the mobile animal services are rendered for the purposes of Compulsory Veterinary Community Services, in which case the facility must be registered in the name of the Director or Deputy Director, who is a veterinarian in public service in the relevant Province;						
	(b)		function as an integral part of the registered physical facility to visit clients, except if the mobile animal services are rendered for the purposes of Compulsory Veterinary Community Services;						
	(c)		be operated by personnel registered with the Council;						
	(d)		have access to the clinical records kept in terms of the Act and the Medicines Act at the registered physical address; and						
	(e)		comply with the requirements of adequate record keeping and back-up.						
	<b>(2)</b>	<b>A service delivery vehicle must comply with the following structural and procedural requirements where applicable, the vehicle:</b>							
	(a)		must be suitable for use on roads and terrain as indicated;						
	(b)		have an acceptable standard of construction and appearance and be maintained in a clean and sanitary condition;						
	(c)		be constructed of materials that are impervious and that can be cleaned and disinfected;						

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Rules 25: Mobile animal services for private practitioners						OFFICE USE			
						YES	NO	CATEGORY A, B or C	
		(d)		carry a supply of water;					
		(e)		maintain secure storage of scheduled medicines in accordance with relevant legislation;					
		(f)		have a fridge or cold box with a minimum/maximum thermometer that can keep all pharmaceuticals at the correct temperatures as indicated;					
		(g)		have a source of light as applicable;					
		(h)		have a cold storage system that can maintain 5°C for the transport and storing of all biological products					
		(i)		have equipment for the disposal or collection of all waste including carcasses, if required;					
		(j)		have adequate equipment to ensure basic bio-security and to clean and disinfect overboots between farms;					
		(k)		carry an appropriate range of medicines, equipment and protective clothing, according to the type of service and species serviced, in a manner that is consistent with professional standards, while ensuring occupational safety;					
		(l)		have access to a means of communication to contact the base facility; and					
		(m)	<b>Have adequate equipment for:</b>						
			(i)	humane physical and chemical restraint as applicable to the species involved;					
			(ii)	adequate diagnostic equipment including sample collection equipment;					
			(iii)	adequate equipment for administration of medicine;					
			(iv)	post mortem equipment;					
			(v)	equipment necessary for obtaining and transporting of biological specimens for diagnostic or other purposes;					
			(vi)	surgical equipment, including at least one sterilised surgical pack and means of between-farm disinfection of equipment; and					
			(vii)	equipment to deal with emergencies, including a relevant obstetric kit, and means of humane euthanasia.					
	<b>(3)</b>	<b>Mobile operating rooms must additionally comply with the following structural and procedural requirements where applicable:</b>							
		(a)		be constructed from strong resilient materials that can resist rough roads and severe weather conditions and must be able to be secured against theft;					
		(b)		the access/entrance to the theatre must be of such a nature that neither personnel nor animals are endangered;					

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		(c)		the internal walls and floor surfaces, shelves and tables should be constructed of impervious materials that can be properly cleansed and disinfected so that hygienic conditions can be maintained;				
		(d)		have appropriate/adequate ventilation;				
		(e)		have an adequate light source;				
		(f)		carry a supply of water adequate for the operational needs of the facility if access to clean water is not available;				
		(g)		maintain secure storage of scheduled medicines in accordance with relevant legislation and manufacturer requirements;				
		(h)		have facilities to store medicines at recommended temperatures;				
		(i)		have facilities and equipment, or access thereto, for the hygienic disposal of soiled dressings, sharps, animal tissue and any other contaminated or unwholesome matter or objects to prevent the contamination of the facility or environment according to relevant legislation;				
		(j)		carry an appropriate range of medicines, instruments and theatre clothing;				
		(k)		carry an adequate supply of medical oxygen, endotracheal tubes or ambubag to manage an emergency;				
		(l)		have suitable scrubbing facilities or access to such facilities;				
		(m)		the theatre must be of an adequate size and situated so that there is no thoroughfare;				
		(n)		have appropriate equipment, or access thereto, for the effective sterilization of surgical instruments;				
		(o)		have adequate storage for sterilized packs and employ acceptable techniques to indicate the effectiveness and expiry of sterilization;				
		(p)		must be operated by personnel registered with the South African Veterinary Council;				
		(q)		aseptic conditions must be maintained in the theatre;				
		(r)		comply with the requirements of <b>Rules 23 &amp; 24</b> if surgical procedures requiring general anaesthesia are performed; and				
		(s)		arrangements must be in place for appropriate post-operative care and monitoring, should an emergency or complications arise post-operatively.				

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RULE 23		General requirements for anaesthesia			OFFICE USE		
					YES	NO	CATEGORY A, B or C
	(1)			All animals must undergo a pre-anaesthetic clinical examination, with the exception of wildlife. If it is not possible to perform a pre-anaesthetic clinical examination, the <b>wildlife</b> should preferably be <b>observed prior to anaesthesia</b> , if possible.			
	(2)			Adequate facilities must be provided for the safe induction and recovery from anaesthesia.			
	(3)			All persons administering anaesthesia must be qualified or authorised by Council to do so and be competent in the efficient use of all anaesthetic facilities and equipment, provided that a veterinary para-veterinary professional, within his/her scope of practice may administer anaesthesia on the instructions of a veterinarian, with the exception of wildlife, which only a veterinarian <b>personally may anaesthetise</b> in accordance with Rule 10.			
	(4)			The monitoring, maintenance and recovery from anaesthesia must be effected under the <b>direct supervision of a veterinary professional</b> or veterinary para-veterinary professional, within his/her scope of practice who <b>must be on the premises</b> .			
	(5)			The same person may not do surgery, monitoring and maintenance of general anaesthesia, unless circumstances dictate otherwise and unless monitoring equipment is available.			
	(6)			Equipment for anaesthesia, either inhalation or parenteral, and facilities adequate and appropriate for the needs of the relevant practice and veterinary facility must be provided at all times.			
	(7)			An appropriate range of clean, functional endotracheal tubes must be available.			
	(8)			Medical oxygen must be available at all times for inhalation anaesthesia maintenance as well as to meet any other emergency situation.			
	(9)			Storage for all explosives, such as gas or oxygen, must be provided for in accordance with the relevant legislation.			
	(10)			A means to provide artificial ventilation must be available.			
	(11)			Lock-up facilities must be available for scheduled medicines in accordance with the relevant laws.			
	(12)			Where applicable, equipment for the control of body temperature must be provided.			
	(13)			Anaesthetic equipment must be adaptable for the variation in body weight and the species range in which it is intended for use.			
	(14)			Active or passive anaesthetic gas scavenging equipment must be in use according to relevant legislation, if applicable.			
	(15)			All anaesthetic equipment must be properly maintained and serviced at regular intervals.			

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RULE 23		General requirements for anaesthesia			OFFICE USE		
					YES	NO	CATEGORY A, B or C
	(16)			All animals must be <b>monitored after surgery</b> and may only be <b>discharged</b> once adequately <b>recovered from anaesthesia</b> , i.e. all animals must be fully conscious and ambulatory, unless otherwise discussed and agreed to with the client. (Not applicable to wildlife)			

RULE 24		Requirements for Invasive Surgical Procedures, if applicable			OFFICE USE		
					YES	NO	CATEGORY A, B or C
	(1)			The facility must comply with the following:			
		(a)		one or more rooms for the treatment and pre-operative preparation of patients, which must be conveniently close to the operating room;			
		(b)		a separate room which is equipped as an operating room and has:			
			(i)	adequate general lighting, as well as an adequate light source for procedures;			
			(ii)	a surgical table with an impervious operating surface that can be easily cleansed and disinfected;			
			(iii)	an adequate supply of oxygen;			
			(iv)	a gas anaesthetic apparatus or a means of effectively administering oxygen through an endotracheal tube, ambubag or mask;			
			(v)	a means of viewing radiographs; and			
			(vi)	adequate ventilation.			
	(2)			The operating room must be of adequate size and there must be an adequate supply of equipment, drapes and instruments at all times.			
	(3)			There may be no thoroughfare through an operating room.			
	(4)			The operating room may not be used as a storage room.			
	(5)			Patients should be prepared in a separate room convenient to the theatre (operating room) but not in the same place as where surgery takes place.			
	(6)			Only final preparation of the patient may be done in the operating room.			
	(7)			Aseptic conditions must be maintained in the operating room.			
	(8)			There must be appropriate autoclave equipment or other suitable sterilising equipment, or access thereto, for the effective sterilisation of surgical packs and other equipment and have adequate storage for sterilised packs and employ acceptable techniques to indicate the effectiveness and expiry of sterilisation.			
	(9)			Suitable scrubbing up facilities must be available.			

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Rule 6		Records at Veterinary Facilities				OFFICE USE	
					YES	NO	CATEGORY A, B or C
	(1)			The attending veterinary professional <b>(must)</b> maintains records, including the records required in terms of the Medicines Act, for each animal <b>or</b> group of animals which are legible, accurate and permit prompt retrieval of information.			
	(2)			<b>Records must contain the following information for individual animals as applicable:</b>			
		(a)		the date or period of the examination or consultation;			
		(b)		name of the veterinarian who treated the patient;			
		(c)		client's identification;			
		(d)		patient name, other forms of identification, as well as the species, breed, gender and age;			
		(e)		clinical information for the purposes of continuous care and assessment;			
		(f)		vaccination record;			
		(g)		special procedures;			
		(h)		diagnosis;			
		(i)		treatment and scripts issued; and			
		(j)		discharge instructions.			
	(3)			<b>Records must contain the following information for production animals, including wildlife, as applicable:</b>			
		(a)		the date or period of the examination or consultation;			
		(b)		client's identification;			
		(c)		species & breed; for wildlife species and sex, age group and/or colour if relevant;			
		(d)		procedures or treatment performed. For groups of animals a general description of the type of herd-work and bulk use of medicine is acceptable, but the use of schedule 5 and 6 wildlife capture medicines, must be recorded with care; and			
		(e)		instructions to client in general, if applicable and abnormal observations.			
	(4)			All records referred to in Rule 6(2), radiological images and the interpretation thereof, laboratory and pathology results must be retained by the principal of the veterinary facility for <b>a period of five years</b> from the patient's last visit, with the exception of ultrasound images where only the findings must be recorded.			
	(5)			<b>Records must contain the following information for diagnostic laboratory work (if) applicable:</b>			
		(a)		date sample was collected, date received, date completed, and date of release of results;			
		(b)		client information and geographical information;			

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Rule 6		Records at Veterinary Facilities			OFFICE USE		
					YES	NO	CATEGORY A, B or C
		(c)		animal identification as submitted, including species, breed, gender and age;			
		(d)		clinical history;			
		(e)		tests performed;			
		(f)		personnel doing the preparation and analysis;			
		(g)		method followed, deviations if any, reasons for deviation and reasons why results can still be accepted;			
		(h)		consumables and reagents including name, batch number, and expiry date;			
		(i)		results of quality control samples;			
		(j)		environmental conditions, if abnormal, or other critical information required by the standard operational procedure;			
		(k)		original findings; and			
		(l)		reports.			
	(6)			Records referred to in Rule 6(4) relating to a complaint, charge or allegation lodged with Council in terms of section 31(1) of the Act must be presented to Council within <b>seventy two (72) hours</b> of being requested to submit such records, or as otherwise arranged with Council.			
	(7)			Proper security arrangements must be made to protect medical and other clinical records from loss, fire, alterations, additions, supplements or unauthorised use; electronic records must be backed up on a daily basis and electronic backups should be stored off-site.			
	(8)			Any alterations, additions and/or supplements to any records, clinical or otherwise, must be entered as a supplement to said record and must be clearly defined as such.			
	(9)	(a)		The principal of a veterinary facility will be responsible for confirming the identity of the attending veterinary professional to Council, where a complaint is lodged against his/her veterinary facility.			
		(b)		The principal of a veterinary facility will be responsible for providing the records referred to in Rule 6(5), should a complaint be lodged against a veterinarian no longer in the employ of the principal of the facility, subsequent to the date on which the complaint originated.			
		(c)		Should the principal of a facility fail to comply with the provisions of Rule 6(9)(a) he/she will be held accountable for any unprofessional conduct arising from such a complaint.			

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