

**ANNEX "A" TO THE BY-LAWS OF THE  
NOVA SCOTIA VETERINARY MEDICAL ASSOCIATION**

**STANDARDS FOR FACILITIES**

<b>PART I -- SMALL ANIMAL HOSPITAL STANDARDS</b>
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**1. RECORDS**

- (a) There must be a clearly legible, individual medical record maintained for every patient administered to by the practice.
- (b) A medical record shall contain all clinical information pertaining to the patient together with sufficient information to indicate the patient's assessment, planned treatment and results, including:
  - (i) patient identification, including species, age and sex;
  - (ii) name, address and telephone number of the client;
  - (iii) present illness and history of the patient;
  - (iv) vaccination record;
  - (v) current weight;
  - (vi) laboratory reports which shall include clinical pathology, radiology, histopathology, necropsy, surgery, cardiograms, etc, as applicable;
  - (vii) record of the patient's medical or surgical treatment, including drugs prescribed and dispensed, strength or dosage and quantity;
  - (viii) the attending veterinarian shall be identified for each entry by name, initials or code; and
  - (ix) relevant signed consent forms.
- (c) Adequate daily records must be maintained for hospitalized animals.
- (d) All medical records shall be maintained for at least seven (7) years from the date of last entry.
- (e) All medical records shall be readily retrievable, and

- (i) shall be open to an inspector appointed pursuant to the Regulations; and
  - (ii) the inspector may make copies or prepare abstracts from the records.
- (f) When records are retained on an electronic medium:
- (i) the recorded information shall be capable of being printed promptly
  - (ii) any changes should be clearly indicated as such, and dated (081018)

## **2. RECEPTION AREA AND REST ROOM FACILITY**

- (a) The entrance to the reception area shall be presentable and free from hazards; and
- (b) The reception area and restroom facility shall be clean and orderly.
- (c) The Certificate of Hospital Inspection shall be displayed in a prominent location in the Reception Area. (081018)

## **3. EXAMINATION FACILITIES**

- (a) The examination room shall be clean, orderly, constructed of readily disinfected material, and have sufficient lighting;
- (b) There shall be sufficient area for the doctor, patient and client; and
- (c) The following equipment shall be available:
  - (i) stethoscope;
  - (ii) ophthalmoscope;
  - (iii) otoscope;
  - (iv) alcohol or other disinfectant;
  - (v) thermometer;
  - (vi) examination table with readily disinfected, impervious surface.
- (d) Where there is more than one examination room, duplication of examination rooms, duplication of equipment is not required provided the equipment is readily available to all the examination rooms.

## **4. PHARMACY**

- (a) Compartments shall be provided for the storage, safekeeping and preparation of drugs in accordance with Federal and Provincial laws.

- (b) A locked area shall be provided for controlled drugs and narcotics.
- (c) There shall be, in a separate, locked area, an inventory of controlled drugs and narcotics.
- (d) Dispensing labels shall indicate hospital and doctor, dispensing date, patient, owner, drug, quantity, strength, D.I.N. and instructions for use.
- (e) Child-proof dispensing containers must be used where appropriate.
- (f) Prescription pads shall be available.
- (g) Expiry dates must be indicated on all pharmacy products, where applicable..
- (h) Sterile needles, syringes, i.v. catheters and parenteral fluids shall be available.
- (i) Refrigeration shall be available for biologics and other drugs requiring refrigeration.

## **5. CLINICAL PATHOLOGY EQUIPMENT**

- (a) Clinical pathology equipment shall be available and must include:
  - (i) microscope, with oil emersion lens;
  - (ii) centrifuge;
  - (iii) micro-hematocrit centrifuge;
  - (iv) refractometer;
  - (v) urinalysis equipment;
  - (vi) equipment sufficient for the collection of blood samples, urine samples, bacterial cultures, and other clinical pathology specimens.
- (b) Clinical pathological services shall be provided within the Small Animal Hospital laboratory or through other qualified laboratory services.
- (c) There is to be a record and evidence of continuing quality control. (081018)

## **6. LIBRARY**

The library must include:

- (a) adequate reference texts and current professional journals;
- (b) a current edition of the Nova Scotia Veterinary Medical Act, and Regulations and By-

Laws of the Nova Scotia Veterinary Medical Association;

- (c) an edition of A Compendium of Pharmaceuticals and Specialties (Canadian Edition) that is no more than three years old and one veterinary pharmaceutical reference text that is no more than three years old.
- (d) A current copy of "The Controlled Drugs and Substances Act" which is available on the Internet. (081018)

## 7. RADIOLOGY

- (a) A diagnostic radiology area shall be provided on the premises and maintained in satisfactory condition.
- (b) A member, whether or not the member is an employer, must not install, use or permit to be used an x-ray source unless the radiology equipment has been satisfactorily inspected by a qualified person approved by resolution of Council.
- (c) Protective equipment for the operator(s) shall include:
  - (i) a collimeter;
  - (ii) a protective apron (0.5 lead equivalent) long enough to extend below the wearer's knee;
  - (iii) gloves or mitts of the same lead equivalent at least fifteen (15) inches (38 cm) long;
  - (iv) Thyroid shields are recommended;
  - (v) monitoring badges obtained from and monitored by an approved authority, to be used by all staff in the radiology department.
- (d) Equipment shall be available for the permanent identification of radiographs and will be marked
  - (i) with the clinic name, date and patient file number, or
  - (ii) clinic name, date and patient identity
- (e) Files and storage for radiographs shall be provided. (081018)
- (f) A radiographic log shall be maintained which includes
  - (i) owner/patient identification
  - (ii) other pertinent data
- (g) Film developing facilities shall be provided;

- (h) An x-ray viewer shall be available;
- (i) Material for positive contrast radiography shall be present;
- (j) A technique chart and measuring device shall be available to indicate the MAS, KV, and focal distance for specific body areas and thickness that are calibrated for that specific x-ray machine;
- (k) The diagnostic radiographic area shall not be combined with the suite where major surgery is performed.

## **8. SUITE FOR MAJOR SURGICAL PROCEDURES**

- (a) There shall be a separate suite for major surgical procedures, which shall be clean and orderly.
- (b) The suite must be a completely enclosed, single purpose room, with the wall, floor and doors constructed of solid impervious material that can be easily disinfected.
- (c) A surgical table that may be readily disinfected must be provided.
- (d) Adequate lighting shall be provided.
- (e) Emergency lighting equipment sufficient to permit completion of procedures must be available.
- (f) Instruments, gowns, towels, drapes and gloves must be autoclaved, or equivalent procedure, before each surgical procedure.
- (g) An area outside the surgery shall be available for pack preparation and sterilization.
- (h) An autoclave for preparing a sufficient quantity of sterile packs to meet the hospital's surgical needs shall be available.
- (i) At least one monitor must be included within every surgical pack to be sterilized..
- (j) All autoclaved material shall be dated and initialled.
- (k) Sterile suture material shall be available.
- (l) All equipment shall be neat, orderly and in good condition.
- (m) A surgery log book must be kept which may be combined with the anaesthetic log,

providing date, identification of patient and procedure.

- (n) Preliminary preparation of the patient shall be made outside the room where major surgery is performed.
- (o) A mortality log must be kept and shall include date, animal ID, procedure, suspected cause of death, and post mortem findings if permitted by owner. (081018)

## **9. NON-MAJOR SURGERY, DENTISTRY AND PATIENT PREPARATION**

The following shall be available:

- (i) clippers and a fine surgical blade or razor;
- (ii) vacuum cleaner;
- (iii) scrub material;
- (iv) final preparation materials;
- (v) cold sterilization solution;
- (vi) dental scalers, extractors, elevators;
- (vii) sterile i.v. and urinary catheters; and
- (viii) a sink.

## **10. ANAESTHETIC SERVICES**

- (a) The equipment for anaesthetic services shall be readily available, and an anaesthetic log book must be kept. It may be combined with the surgery log.
- (b) The anaesthetic log book must contain client/patient identification. The anaesthetic log must list pre-anaesthetic agent, anaesthetic agent, surgical procedures and any remarks relevant to the anaesthesia.
- (c) All necessary equipment and material is to be available for
  - (i) local infiltration, and
  - (ii) pre-anaesthetic agent.
- (d) Both gaseous and intravenous anaesthesia must be available, including:
  - (i) an anaesthetic machine;
  - (ii) an oxygen supply;
  - (iii) endotracheal tubes; and
  - (iv) a stethoscope.

- (e) A gas scavenger system shall be provided to remove waste gas.
- (f) Some method for respiratory monitoring is mandatory, eg. a bag device will be considered when gaseous anaesthetic is used.
- (g) Some method for cardiac monitoring is mandatory, eg. an oesophageal stethoscope will be the minimum considered adequate in the absence of an E.K.G.
- (h) Parenteral fluids shall be present.
- (i) If narcotics are used, specific narcotic antagonists must be available
- (j) Resuscitative equipment must be available.
- (k) Equipment for the alleviation of hypothermia during and post surgery must be available.
- (l) A recovery area shall be available where a patient may be frequently observed following anaesthesia. This area need not be separate from the animal compartments.

## **11. ANIMAL COMPARTMENTS AND CARE FACILITIES**

- (a) Facilities for the proper care and containment of all hospitalized patients shall include compartments for holding animals such as kennels or runs plus areas and equipment involved with nursing care.
- (b) Wards shall be clean and orderly.
- (c) Floors shall be of water impervious material and easily cleaned and disinfected.
- (d) All areas must be well lighted.
- (e) Adequate facilities for bathing, grooming and drying patients shall be available.
- (f) The hospital shall provide sufficient personnel to assist in the treatment of outpatients and inpatients.
- (g) A separate isolation room shall be provided for patients with contagious diseases.
- (h) Size of compartments must conform with the Canadian Council on Animal Care Standards.

## **12. OVERNIGHT COMPARTMENTS**

- (a) Proper bedding must be available for patients.
- (b) Covering must be available to insure minimum heat loss.
- (c) A separate compartment shall be provided for each patient. The size and number in any area shall ensure comfort and adequate ventilation.
- (d) There must be a method for securely fastening the cage door closed.
- (e) The compartments shall be secure enough to prevent cage movement while occupied.
- (f) Animal compartments shall be arranged so that frequent observations of patients may be carried out.
- (g) Five (5) sides of the cages shall be solid.
- (h) Cages with barred doors shall have the bars no further apart than two (2) inches (5 cm).
- (i) There shall be a method of attaching patient identification to the compartment.
- (j) Sufficient number of litter trays shall be available and must be readily disinfected or be disposable.
- (k) There shall be an adequate number of overnight compartments of adequate size in relation to the hospital inpatient case load requirement.

### **13. FOOD PREPARATION AREA**

- (a) Bags of feed and feeding utensils shall be stored in clean dry areas.
- (b) There shall be an adequate variety and quantity of food and dishes available to feed and water hospitalized patients.
- (c) The dishes and utensils shall be easily cleaned and disinfected or be disposable.
- (d) Refrigeration for spoilable foods shall be available.

### **14. RUNS AREA**

- (a) Runs must be provided unless the hospital is providing exclusive feline or small exotic pet services.
- (b) Runs must be larger than fifteen (15) square feet (1.4 square meters) and shall be a



minimum of two and one-half (2 ½) feet wide (.75 m).

- (c) Runs, walls and floors shall be of a water impervious material and easily cleaned. (081018)
- (d) Outdoor runs must be covered to prevent escape.
- (e) There shall be solid partitions a minimum of four (4) feet (1.2 m) high between runs.
- (f) Running water shall be available to clean runs.
- (g) Where runs are indoors, there shall be adequate run drying facilities.
- (h) All refuse shall be stored in closed containers and removed at least once daily and disposed of in accordance with local, provincial and federal laws.
- (i) Ventilation must provide five (5) air changes per hour.

#### **15. OVERNIGHT CARE**

- (a) Adequate provision shall be available for the supervision of patients in the hospital until they are in sternal recumbency and their general condition is stable and satisfactory.

#### **16. EMERGENCY SERVICES**

- (a) While a small animal hospital is not required to be open to the public at all times, it nonetheless is required to ensure that professional services for emergency situations are available at all times.
- (b) Such services may be provided in various ways:
  - (i) assignment of staff which could include co-operative efforts between hospitals;
  - (ii) twenty-four (24) hour telephone answering services which can direct the caller to a duty veterinarian; or
  - (iii) any method which assures professional assistance is available with the exception of emergency hospitals and clinics, where a veterinarian must be on the premises during the hours of operation.
- (c) Verification of the provision of outsourced emergency services must be available in writing and updated with each hospital inspection.
- (d) If the arrangements for the provision of emergency services changes at any time, the

owner or operator of the facility shall make alternate arrangements and notify the Registrar of such change.

## **17. GENERAL HOUSEKEEPING AND MAINTENANCE/EQUIPMENT REQUIREMENTS**

- (a) The entire facility shall be clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area and the area around the building, shall be free of impediments and obstructions.
- (b) The entire facility shall be readily cleaned and disinfected.
- (c) The facility shall contain puncture proof containers into which needles, scalpel blades and other sharps are discarded.
- (d) The facility shall contain, outside the surgery area, an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, including
  - (i) towels
  - (ii) smocks, lab coats, or aprons
  - (iii) masks and caps.
- (e) Closed storage shall be provided for all housekeeping equipment, supplies and flammable material.
- (f) Biological and pathological wastes must be disposed of in accordance with federal, provincial and municipal by-law.
- (g) Evidence of regular testing of water supply and treating as required by local authorities must be provided unless some municipal water supply is being used by the facility.

## **18. SAFETY**

- (a) Clear written instructions for the evacuation of animals and staff from the facility in the case of fire or other emergency, shall be posted prominently.
- (b) Fire extinguishers shall be available and conform to municipal requirements.
- (c) Emergency phone numbers, including fire, hospital and poison control centre, shall be posted.
- (d) Doors and windows shall be secured or self-closing to prevent the escape or theft of animals.

- (e) There shall be a source of emergency lighting in the facility adequate for the purpose of finishing any procedures in process and evacuating the building.
- (f) There shall be adequate exterior illumination of entrances, walkways and parking areas.

**19. MORGUE FACILITIES**

- (a) Morgue facilities shall be provided.
- (b) Equipment for necropsy shall be available.
- (c) Refrigerated storage for carcasses and body tissue shall be provided and an adequate method for disposal of carcasses and body tissue shall conform to federal, provincial and municipal by-laws.

**PART II -- SMALL ANIMAL CLINIC STANDARDS**

- 20. (1)** The minimum standards for a small animal clinic are the same as those for a small animal hospital with the following exceptions:
- (a) Subject to Regulation 40(3), major surgery shall not be performed in a small animal clinic. If ovariohysterectomies are performed, anaesthetic services, overnight compartments and an area for major surgical procedures as described in the Standards for practice of a Small Animal Hospital, shall be provided.
  - (b) Radiology, Non-major surgery, Anaesthetic Service, and Overnight Compartments, may or may not be included, but each, if present, must conform to the standards for a small animal hospital.
  - (c) Morgue facilities must be provided or carcasses removed daily to a proper morgue establishment.

**PART III -- SMALL ANIMAL MOBILE SERVICE STANDARDS**

- 21. (1)** The minimum standards for a small animal mobile service are the same as for a small animal hospital respecting records (Section 1); examination facilities (Section 3); pharmacy (Section 4) and library (Section 6), with the following exceptions:
- (a) The exam room will either be within the vehicle with enough room to adequately accommodate the patient, client and veterinarian or within a facility

with an examination table with a readily disinfected impervious surface;

- (b) A record of history, examination and treatments administered are required to be left with the owner;
- (c) Equipment sufficient for the collection of blood samples, urine samples, bacterial cultures and other clinical pathological specimens shall be available;
- (d) Radiology, major surgery and anaesthetic services cannot be provided; and
- (e) When minor surgical procedures are being performed, the following equipment shall be provided:
  - (i) clippers;
  - (ii) vacuum;
  - (iii) scrub and final prep materials;
  - (iv) autoclaved packs;
  - (v) sink; and
  - (vi) sterile gloves, instruments and equipment.

(2) **HOUSEKEEPING AND MAINTENANCE**

- (a) The facility/vehicle utilized in the house call service shall be clean, orderly and properly maintained. (081018)
- (b) Cleanliness and orderliness of the drugs and equipment in appropriate carrying containers is mandatory.
- (c) Cleanliness, orderliness and proper maintenance of drug storage, dispensing and records areas is mandatory.
- (d) Wastes removed from premises of examination should be carried in closed containers and disposed of appropriately and not allowed to accumulate.
- (e) A disinfected, adequately ventilated, properly secured portable holding compartment made of impervious material must be made available to permit transportation of a patient to an accredited small animal hospital.

**PART IV -- SMALL ANIMAL HOUSE CALL SERVICE STANDARDS**

22. (1) The minimum standards for a small animal house call service are the same as those for a small animal hospital respecting records (Section 1); examination facilities (Section 3);

pharmacy (Section 4); and library (Section 6) with the following exceptions:

- (a) Records - only pertinent records removed from the central records bank required for specific visits need be taken to the house call. A record of history, examination and treatments administered shall be left with the owner at the time of the visit.
- (b) A clear and impervious material such as non-porous paper or strong plastic must be on hand to cover the examination surface.
- (c) When minor surgical procedures are being performed, the following equipment shall be provided:
  - (i) clippers;
  - (ii) vacuum;
  - (iii) scrub and final prep materials;
  - (iv) autoclaved packs;
  - (v) sink;
  - (vi) sterile gloves, instruments and equipment.

(2) **CLINICAL PATHOLOGY**

Equipment sufficient for the collection of blood samples, urine samples, bacterial cultures and other clinical pathology specimens must be available.

(3) **HOUSEKEEPING AND MAINTENANCE**

- (a) The vehicle utilized in the house call service shall be clean, orderly and properly maintained.
- (b) Cleanliness and orderliness of the drugs and equipment in appropriate carrying containers is mandatory.
- (c) Cleanliness, orderliness and proper maintenance of drug storage, dispensing and records areas is mandatory.
- (d) Wastes removed from premises of examination should be carried in closed containers and disposed of appropriately and not allowed to accumulate.
- (e) A disinfected, adequately ventilated, properly secured portable holding compartment made of impervious material must be made available to permit transportation of a patient to an accredited small animal hospital

## PART V -- LARGE ANIMAL HOSPITALS STANDARDS

### 23. (1) RECORDS

- (a) There must be a clearly legible individual medical record or herd record maintained for every patient or herd.
- (b) Records shall contain all clinical information including:
  - (i) patient or herd identification;
  - (ii) full client identification: name, address and telephone number;
  - (iii) present illnesses and history;
  - (iv) vaccination records;
  - (v) laboratory reports, including clinical pathology, radiology, histopathology, necropsy, surgery, cardiograms, etc., as applicable
  - (vi) record of patient's or herd's medical or surgical treatment, including drugs prescribed or dispensed, their strength, dosage and quantity;
  - (vii) relevant signed consent forms.
  - (viii) the veterinarian performing the service and the date service was performed. (081018)
- (c) When a patient is hospitalized, adequate daily records shall be maintained.
- (d) All medical records must be maintained for at least seven (7) years from the date of the last entry on file.
- (e) There shall be sufficient cross-indices maintained to allow for prompt retrieval of all records.
- (f) Records shall be open to an inspector appointed pursuant to the Regulations of the Nova Scotia Veterinary Medical Association, and the inspector may make copies or prepare abstracts from the records.
- (g) When records are retained on an electronic medium:

- (i) the recorded information shall be capable of being printed and copied; and
- (ii) any changes in the recorded information shall be clearly indicated as changes and dated. (081018)

**(2) RECEIVING AND EXAMINING AREA**

- (a) The entrance to the receiving area shall be clean and presentable and free from hazards.
- (b) The receiving and examining area shall be in good repair and easily cleaned.
- (c) The area shall have sufficient lighting, be constructed of readily disinfected materials and have covered waste receptacles.
- (d) The following equipment shall be available:
  - (i) stethoscope;
  - (ii) ophthalmoscope;
  - (iii) thermometer;
  - (iv) focal light source.
- (e) The current Certification of Hospital Inspection shall be displayed in a prominent location in the Reception area. (081018)

**(3) PHARMACY**

- (a) Compartments shall be provided for the storage, safekeeping and preparation of drugs in accordance with federal and provincial laws.
- (b) A locked area shall be provided for controlled drugs and narcotics and a separate inventory maintained for these drugs, which shall be kept in a separate locked area.
- (c) Dispensing labels shall indicate hospital or doctor, dispensing date, D.I.N., patient, owner, date, drug, quantity, strength, instructions for use.
- (d) Prescription pads shall be available.
- (e) Expiry dates must be indicated on all pharmacy products where applicable.

- (f) Sterile needles, syringes, i.v. catheters, fluid administration sets, and parenteral fluids shall be available.
- (g) Refrigeration shall be available for biologic and other drugs requiring refrigeration.

**(4) CLINICAL PATHOLOGY EQUIPMENT**

- (a) Clinical pathology equipment shall be available and must include:
  - (i) microscope;
  - (ii) centrifuge;
  - (iii) urinalysis equipment
  - (iv) equipment sufficient for the collection of blood samples, urine samples, bacterial cultures and other clinical pathology specimens.
- (b) Clinical pathological services shall be provided within the hospital laboratory or through other qualified laboratory services.

**(5) LIBRARY**

The library must include:

- (a) adequate reference texts and current professional journals;
- (b) a current edition of the Nova Scotia Veterinary Medical Act, Regulations and By-Laws of the Nova Scotia Veterinary Medical Association;
- (c) a current copy of "The Health of Animals Act" (081018)
- (d) a current copy of the "Compendium of Medicating Ingredient Brochures" (Canada and Specialties) (Canadian Edition) and updates.
- (e) a current copy of "The Controlled Drugs and Substances Act." (081018)

**(6) RADIOLOGY**

- (a) A diagnostic radiology area shall be provided on the premises and maintained in satisfactory condition.
- (b) A portable x-ray machine suitable for taking of radiographs of the limb of a large animal in the standing position, is required.



- (c) A member, whether or not the member is an employer, must not install, use or permit to be used an x-ray source unless the radiology equipment has been satisfactorily inspected by a qualified person approved by resolution of Council.
- (d) Protective equipment shall include:
  - (i) a collimeter;
  - (ii) protective apron (0.5 lead equivalent) long enough to extend below the wearer's knees;
  - (iii) gloves or mitts of the same lead equivalent at least fifteen (15) inches (38 cm) long;
  - (iv) thyroid shields; and
  - (v) monitoring badges obtained from and monitored by an approved authority, to be used by all staff in the radiology department.
- (e) Equipment shall be available for the permanent identification of radiographs. They will be marked with
  - (i) the clinic name, date and patient file number; or
  - (ii) the clinic name, date and patient identity.
- (f) Files for radiographs shall be provided;
- (g) A radiograph log shall be maintained which includes
  - (i) owner/patient identification;
  - (ii) other pertinent data.
- (h) An x-ray viewer shall be available;
- (i) A technique chart shall be available to indicate the MAS, KV and focal distance, for the specific body areas and distances that are calibrated for that specific x-ray machine.

**(7) SURGERY**

- (a) The area shall be clean and orderly and constructed of material that is easily disinfected;
- (b) Adequate lighting must be provided;
- (c) Emergency lighting equipment sufficient to permit completion of procedures must also be available;

- (d) Adequate equipment for aseptic soft tissue and bone tissue surgery shall be available where applicable;
- (e) A separate area and an autoclave shall be available for surgical pack preparation;
- (f) Sterile surgical packs including gowns, towels, drapes, gloves and essential instruments are to be prepared in advance of each surgical procedure and are to be dated, initialled and contain at least one monitor;
- (g) A surgery log book must be kept which may be combined with the anaesthetic log providing the date, identification of patient and procedure;
- (h) Any deaths in surgery area are to be reported in the log;
- (i) In the preparation area, the following must be available:
  - (i) clippers;
  - (ii) a fine surgical blade;
  - (iii) defatting materials;
  - (iv) final preparation materials;
  - (v) surgical scrub material (081018)
- (j) Where major equine surgery is performed, a separate, enclosed area for surgical procedures shall be provided.

**(8) ANAESTHETIC SERVICES**

- (a) Restraint shall be provided for the safety of animals and personnel.
- (b) An anaesthetic log book must be kept and may be combined with the surgery log for all general anaesthetics.
- (c) The anaesthetic log book must contain:
  - (i) client/patient identification;
  - (ii) general assessment of the patient, and must list
  - (iii) pre-anaesthetic agent, anaesthetic agent, the operative procedure, and
  - (iv) any abnormal occurrences throughout the duration of anaesthesia.
- (d) All necessary equipment and material is to be available for administration of:

- (i) local infiltration;
  - (ii) field nerve blocks;
  - (iii) epidural anaesthesia;
  - (iv) pre-anaesthetic agents; and
  - (v) intravenous anaesthetic agents.
- (e) I.V. anaesthesia must be available.
- (f) The use of gaseous anaesthesia is optional and, if used, there must be available
- (i) an anaesthetic machine;
  - (ii) an oxygen supply;
  - (iii) endotracheal tubes;
  - (iv) stethoscope;
  - (v) resuscitative equipment.
- (g) A recovery area shall be available where a patient may be frequently observed following anaesthesia procedures. This recovery area may be the same area as the surgery area.

**(9) ANIMAL COMPARTMENT AND HOLDING FACILITIES**

- (a) Facilities for the proper care and containment of all hospitalized patients shall include compartments for holding animals such as stalls or pens plus areas and equipment involved with their sick care.
- (b) Wards shall be clean and orderly.
- (c) All areas must be well illuminated.
- (d) Proper bedding must be available for patients.
- (e) Covering must be available to ensure minimum heat loss.
- (f) Soft bedding shall be available for debilitated animals.
- (g) A separate compartment shall be provided for each patient where required. The size and number in any area shall ensure comfort and adequate ventilation.
- (h) Animal compartments shall be arranged so that frequent observations of patients may be carried out readily.
- (i) There shall be a method of attaching patient identification to the compartment.

- (j) There shall be a sufficient number of compartments of adequate size in relation to the hospital's inpatient case load requirement.
- (k) The hospital shall provide sufficient nursing personnel to assist in the treatment of outpatients and inpatients.
- (l) The floor must be of water impervious material and easily disinfected.(081018)

(10) **EMERGENCY SERVICES**

Emergency services shall be provided at all times.

**EMERGENCY SERVICES**

- (a) While a large animal hospital is not required to be open to the public at all times, it nonetheless is required to ensure that professional services for emergency situations are available at all times.
- (b) Such services may be provided in various ways:
  - (i) assignment of staff which could include co-operative efforts between hospitals;
  - (ii) twenty-four (24) hour telephone answering services which can direct the caller to a duty veterinarian; or
  - (iii) any method which assures professional assistance is available with the exception of emergency hospitals and clinics, where a veterinarian must be on the premises during the hours of operation.
- (c) Verification of the provision of outsourced emergency services must be available in writing and updated with each hospital inspection.
- (d) If the arrangements for the provision of emergency services changes at any time, the owner or operator of the facility shall make alternate arrangements and notify the Registrar of such change.

(11) **GENERAL HOUSEKEEPING & MAINTENANCE/ EQUIPMENT/REQUIREMENTS**

- (a) The entire facility shall be clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area and the area around the building shall be free of impediments and obstructions.

- (b) The floors and walls throughout the entire facility shall be readily cleaned and disinfected.
- (c) The facility shall contain puncture proof containers into which needles, scalpel blades and other things capable of puncturing skin are discarded.
- (d) The facility shall contain, outside the surgery area, an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, including:
  - (i) towels;
  - (ii) smocks, lab coats or aprons;
  - (iii) masks and caps.
- (e) Closed storage shall be provided for all housekeeping equipment, supplies and flammable material.
- (f) Biological and pathological wastes must be disposed of in accordance with federal, provincial and municipal by-law.
- (g) Evidence of periodic testing of water supply and treating as required by local authorities must be provided unless there is a municipal water supply.

(12) **SAFETY**

- (a) Clear written instructions for the evacuation of animals and staff from the facility in the case of fire or other emergency, shall be posted prominently.
- (b) Fire extinguishers shall be available and conform to municipal requirements.
- (c) Emergency phone numbers, including fire, hospital and poison control centre, should be posted.
- (d) Doors and windows shall be secured or self-closing to prevent the escape of animals.
- (e) There shall be a source of emergency lighting in the facility adequate for the purpose of finishing any procedures in process and evacuating the building.
- (f) There shall be adequate exterior illumination of entrances, walkways and parking areas.

(13) **MORGUE FACILITIES**

- (a) Where necropsies are performed on the premises, equipment and facilities shall be provided.
- (b) Refrigerated storage for carcasses and body tissues shall be provided or an adequate method of disposal of carcasses and body tissue shall conform to federal, provincial and municipal by-laws.

(14) **MOBILE UNITS**

A large animal hospital or large animal clinic may operate one or more animal mobiles, if such mobiles meet the standards required for a Large Animal Mobile Service.

**PART VI -- LARGE ANIMAL CLINIC STANDARDS**

- 24. (1)** The minimum standards for a large animal clinic are the same as those for a large animal hospital with the following exceptions:
- (a) Receiving and Examining area if provided must meet the same standards;
  - (b) Clinic surgery areas, if provided, must meet the same standards;
  - (c) Clinic anaesthetic services, if provided, must meet the same standards; and
  - (d) Animal compartment and holding areas stipulations do not apply on a strictly outpatient basis; they nonetheless must comply if provided;
  - (e) A Radiology Department as per the standards in Section 23(6) is required in all clinics providing orthopedic services.

## PART VII -- LARGE ANIMAL MOBILE SERVICE STANDARDS

### 25. (1) RECORDS

Adequate, readily retrievable records must be kept relating to the services provided.

### (2) PHARMACY

- (a) Compartments shall be provided for the storage, safekeeping and preparation of drugs in accordance with federal and provincial laws.
- (b) The pharmacy need not be a single, self-contained area but all involved areas shall be clean and orderly.
- (c) A locked area shall be provided for controlled drugs and narcotics and there shall be a separate inventory for these drugs kept in a separate locked area.
- (d) Dispensing labels should indicate doctor, patient, owner, dispensing date, drug, quantity, strength, and instructions for use.
- (e) Prescription pads shall be available.
- (f) Expiry dates must be indicated on all drugs where applicable.
- (g) Sterile needles, syringes, i.v. catheters and fluid administration sets shall be available in the vehicle.
- (h) Parenteral fluids shall be available in the vehicle.
- (i) Refrigeration shall be available for biologics and other drugs requiring the same. A cooler with ice packs is the minimum requirement in the vehicle.

### (3) The following examination equipment shall be available:

- (i) stethoscope;
- (ii) thermometer;
- (iii) focal light source.

### (4) RADIOLOGY (discretionary).

The mobile unit need not contain an x-ray machine but, if an x-ray machine is present it must comply to the same standards as a large animal hospital or clinic.

### (5) SURGERY

- (a) Dated, initialled and autoclaved packs shall be available for major surgery in the field.
- (b) It is recommended that cap, mask, sterile gown and gloves be worn for major surgery in large animals, but are mandatory for bone and joint surgery.

(6) **ANAESTHETIC SERVICE**

Anaesthetic service shall be provided

- (a) Readily available restraint devices shall be provided for the safety of animals and personnel;
- (b) All necessary equipment and material shall be available for
  - (i) local infiltration;
  - (ii) field nerve blocks;
  - (iii) epidural anaesthesia;
  - (iv) pre-anaesthetic agents; and
  - (v) intravenous anaesthetic agents;

(8) **GENERAL HOUSEKEEPING**

- (a) Cleanliness and orderliness of the drugs and equipment in the vehicle is mandatory.
- (b) Cleanliness, orderliness and proper maintenance of drug storage, dispensing and office areas are mandatory.
- (c) Trash shall be kept in closed containers and not allowed to accumulate.

(9) **NECROPSY FACILITIES**

- (a) Necropsy services shall be available either by the veterinarian or an outside agency.
- (b) If the veterinarian performs his own necropsies, proper equipment will be available.

**PART VIII -- EMERGENCY CLINIC STANDARDS**

26. (1) **EMERGENCY CLINIC**



- (a) Emergency clinics must meet the minimum standards for small animal hospitals;
- (b) Emergency clinics must have access to timely diagnostic laboratory tests and must have staff and equipment necessary to provide intensive care to critically ill patient. The foregoing may include:
  - (i) tracheostomy tubes;
  - (ii) AMBU resuscitation bag;
  - (iii) ECG capability for printout and monitoring;
  - (iv) stomach tubes;
  - (v) tracheal suction catheters 5-18 Fr;
  - (vi) nasogastric tubes 8-18 Fr;
  - (vii) mouth speculum;
  - (viii) red rubber urethral/feeding catheters;
  - (ix) Foley catheters 6-26 Fr;
  - (x) chest drain suction system;
  - (xi) suction unit;
  - (xii) CBC counting capability;
  - (xiii) laboratory equipment for: ACT, bleeding time, glucose, BUN, urinalysis, fecal, heartworm, FeLV and cytology;
  - (xiv) Argyle chest tubes 8-30 Fr;
  - (xv) peritoneal dialysis catheter;
  - (xvi) platelet counting capability.