



## MEMORANDUM

<b>DATE</b>	April 14, 2014
<b>TO</b>	Multidisciplinary Advisory Committee
<b>FROM</b>	Annemarie Del Mugnaio, Executive Officer DCA/Veterinary Medical Board
<b>SUBJECT</b>	<b>Update on Minimum Standards</b>

### **Background:**

The minimum standards of practice regulations took effect January 1, 2014.

The profession has raised issues with implementation and interpretation of the new standards. There are also minor changes that may help with clarity. Should the Board request the MDC to recommend changes to the minimum standards, the item will be included on a future MDC agenda for further consideration. Below are some of the issues raised for an informational discussion.

### **Issues:**

#### **Premise Permits – Business and Professions Code Section 4853**

- When does the premise permit extend to off-site locations, e.g., a pet store, etc?
  - There are premise permit requirements for mobile practices that provide services to common domestic household pets. What type of permit applies to ambulatory (traveling) veterinarians who have a practice, but not a fixed facility or mobile unit?
  - Ambulatory Practice should be defined. Traditionally, an ambulatory practice is when a licensed veterinarian with or without a fixed premise or mobile practice visits a client's home or property to provide veterinary services.
  - Should Small Animal Vaccination Clinics be required to have a separate premise permit? There are specific minimum standards applied to this type of clinic CCR Section 2030.3. Does the VMB have an obligation to inspect Small Animal Vaccination Clinics?

#### **CCR Section 2030.3 - Small Animal Vaccination Clinic**

- Subdivision (b) defines the requirements when a veterinarian is only administering vaccinations or performing preventative procedures for parasite control. (l) Specifically states that a VCPR must be established and complete medical records maintained when more than vaccinations or anthelmintics are provided.
  - Establishing a VCPR and the requirement for complete medical records are not listed as a requirement in subdivision (b).

- Other than 2030.3(l), the need to establish a VCPR is not mentioned anywhere else in sections 2030 through 2030.3. Why is the VCPR specifically mentioned in 2030.3(l), but not included in (b).
- The VCPR is defined in another code section (2032.1) and is required whenever veterinary procedures are performed. However, subdivision (l) mentions a **“complete physical exam”** which is not defined anywhere in the regulations.
- One option would be to eliminate the VCPR reference in 2030.3(l) and clarify “examination” in 2032.1(b)(2) such as –
  - “(2) The veterinarian has sufficient knowledge of the animal(s) to initiate at least a general or preliminary diagnosis of the medical condition of the animal(s). This means that the veterinarian is personally acquainted with the care of the animal(s) by virtue of an examination appropriate to the condition of the animal and the treatment being prescribed or by medically appropriate and timely visits to the premises where the animals are kept and...”

#### **CCR Section 2032.1 – Veterinarian-Client-Patient Relationship**

- (a) refers to “...a drug, medicine, appliance, or treatment of whatever nature...”
- (c) only references a drug.
  - Should this section be amended to include “medicine, appliance, or treatment of whatever nature”?

#### **CCR Section 2032.15 - Veterinarian-Client-Patient Relationship in Absence of Client Communication**

- (a)(3) – Allows the designated veterinarian to establish a VCPR by consulting with the original veterinarian without an examination of the animal.
- (b) – If the designated veterinarian decides to change the treatment, diagnosis or therapeutic plan from that established by the original veterinarian, they may do so without consulting the client.
- The combination of these 2 sections paves the way for telemedicine where the original veterinarian refers the patient to another veterinarian (designated veterinarian) who is at a remote location from the patient allowing the designated veterinarian to establish a VCPR and change the diagnosis and treatment without ever being physically present with the animal

#### **CCR Section 2032.25 - Written Prescriptions in Absence of Originally Prescribing Veterinarian.**

- Section (b) is somewhat unclear. It is difficult to determine the exact circumstances that allow a veterinarian to refill a prescription without establishing a VCPR.
  - Does this regulation allow a veterinarian to act as a pharmacist by filling prescriptions written by another veterinarian?
  - Does the veterinarian providing the refill of a prescription in the absence of the prescribing veterinarian need to work at the same facility and have access to the patient’s medical records?

**Attachments:**

- Business and Professions Code Section 4853- Registration of Place of Practice/  
California Code of Regulations Sections 2030-2037 – Minimum Standards
- Veterinary Premise Application

**Action Requested:**

Informational Only.

**Business and Professions Code Section 4853- Registration of Place of Practice  
California Code of Regulations Sections 2030-2037 – Minimum Standards**

**BPC 4853 Defines the term “premise”:**

(a) All premises where veterinary medicine, veterinary dentistry, veterinary surgery, and the various branches thereof is being practiced shall be registered with the board. The certificate of registration shall be on a form prescribed in accordance with Section 164.

(b) “Premises” for the purpose of this chapter shall include a building, kennel, mobile unit, or vehicle. Mobile units and vehicles shall be exempted from independent registration with the board when they are operated from a building or facility which is the licensee manager’s principal place of business and the building is registered with the board, and the registration identifies and declares the use of the mobile unit or vehicle.

(c) Every application for registration of veterinary premises shall set forth in the application the name of the responsible licensee manager who is to act for and on behalf of the licensed premises. Substitution of the responsible licensee manager may be accomplished by application to the board if the following conditions are met:

(1) The person substituted qualifies by presenting satisfactory evidence that he or she possesses a valid, unexpired, and unrevoked license as provided by this chapter and that the license is not currently under suspension.

(2) No circumvention of the law is contemplated by the substitution.

**2030. Minimum Standards - Fixed Veterinary Premises.**

**2030.05. Minimum Standards - Licensee Manager.**

**2030.1. Minimum Standards - Small Animal Fixed Premises.**

**2030.2. Small Animal Mobile Clinic.**

**2030.3. Small Animal Vaccination Clinic.**

**2032.05. Humane Treatment.**

**2032. Minimum Standards of Practice.**

**2032.1. Veterinarian-Client-Patient Relationship.**

**2032.15. Veterinarian-Client-Patient Relationship in Absence of Client Communication**

**2032.2. Written Prescriptions.**

**2032.25. Written Prescriptions in Absence of Originally Prescribing Veterinarian.**

**2032.3. Record Keeping; Records; Contents; Transfer.**

**2032.35. Altering Medical Records**

**2032.4 Anesthesia.**

**2037. Dental Operation, Defined**

**2030. Minimum Standards - Fixed Veterinary Premises.**

All fixed premises where veterinary medicine and its various branches are being practiced, and all instruments, apparatus and apparel used in connection with those practices, shall be kept clean and sanitary at all times and shall conform to or possess the following minimum standards:

(a) Indoor lighting for halls, wards, reception areas, examining and surgical rooms shall be adequate for their intended purpose.

(b) A reception room and office, or a combination of the two.

(c) An examination room separate from other areas of the facility and of sufficient size to accommodate the doctor, assistant, patient and client.

(d) If animals are housed or retained for treatment, the following shall be provided:

(1) Compartments for animals which are maintained in a comfortable and sanitary manner.

(2) Effective separation of known or suspected contagious animals.

(3) If there are to be no personnel on the premises during any time an animal is left at the veterinary facility, prior notice of this fact shall be given to the client. For purposes of this paragraph, prior notice may be accomplished by posting a sign in a place and manner conspicuous to the clients at the entrance of the premises, stating that there may be times when there are no personnel on the premises.

(e) When a veterinary premises is closed, a sign shall be posted and visible outside the primary entrance with a telephone number and location where emergency care is available. An answering machine or service shall be used to notify the public when the veterinary premises will be re-opened and where after hours emergency care is available. If no after hours emergency care is available, full disclosure shall be provided to the public prior to rendering services.

(f) The veterinary premises shall meet the following standards:

(1) Fire precautions shall meet the requirements of local and state fire prevention codes.

(2) The facility, its temperature, and ventilation shall be maintained so as to assure the comfort of all patients.

(3) The disposal of waste material shall comply with all applicable state, federal, and local laws and regulations.

(4) The veterinary premises shall have the capacity to render diagnostic radiological services, either on the premises or through other commercial facilities. Radiological procedures shall be conducted in accordance with Health and Safety Code standards.

(5) Clinical pathology and histopathology diagnostic laboratory services shall be available within the veterinary premises or through outside services.

(6) All drugs and biologicals shall be maintained, administered, dispensed and prescribed in compliance with state and federal laws.

(7) Sanitary methods for the disposal of deceased animals shall be provided and maintained.

(8) Veterinary medical equipment used to perform aseptic procedures shall be sterilized and maintained in a sterile condition.

(9) Current veterinary reference materials shall be readily available on the premises.

(10) Anesthetic equipment in accordance with the procedures performed shall be maintained in proper working condition and available at all times.

(11) The veterinary premises shall have equipment to deliver oxygen in emergency situations.

(12) Appropriate drugs and equipment shall be readily available to treat an animal emergency.

(g) A veterinary premises which provides aseptic surgical services shall comply with the following:

(1) A room, separate and distinct from all other rooms shall be reserved for aseptic surgical procedures which require aseptic preparation. A veterinarian may perform emergency aseptic surgical procedures in another room when the room designated for aseptic surgery is occupied or temporarily unavailable.

(A) A veterinary premises which is currently registered with the board, but does not have a separate room reserved for aseptic surgical procedures, shall obtain compliance with this subdivision on or before January 1, 2014.

(B) The board may exempt a veterinary premises which is currently registered with the board, but does not have a separate aseptic surgery room, where it determines that it would be a hardship for the veterinary premises to comply with the provisions of this subdivision.

In determining whether a hardship exists, the board shall give due consideration to the following factors:

1. Zoning limitations.

2. Whether the premises constitutes a historical building.

3. Whether compliance with this requirement would compel the veterinary practice to relocate to a new location.

(2) Storage in the surgery room shall be limited to items and equipment normally related to aseptic surgery and surgical procedures. Equipment not normally related to surgery and

surgical procedure includes, but is not limited to, equipment used for dental prophylaxis, autoclaves and non-surgical radiographic equipment.

(3) Open shelving is prohibited in the surgical room.

(4) The surgery room shall not contain a functional sink with an open drain.

(5) The doors into the surgery room must be able to be fully closed, fill the entire door space, be made of non-porous material and not provide access from outside the hospital. In cases where the size of the animal prevents entry to the hospital via a regularly-sized door, doors for outside access are permitted as long as such doors are able to be fully closed, fill the entire door space and be made of non-porous material.

(6) The surgery room shall be well-lighted, shall have equipment for viewing radiographs and shall have effective emergency lighting with a viable power source.

(7) The floors, table tops, and counter tops of the surgery room shall be of a non-porous material suitable for regular disinfecting, and cleaning, and shall be cleaned and disinfected regularly.

(8) Surgical instruments and equipment shall be:

(A) Adequate for the type of surgical procedures performed.

(B) Sterilized as required by the surgical procedure performed and instruments used.

(9) In any sterile procedure, a separate sterile pack shall be used for each animal.

(10) All instruments, packs and equipment that have been sterilized shall have an indicator that reacts to and verifies sterilization.

(11) The following attire shall be required for aseptic surgery:

(A) Each member of the surgical team shall put on an appropriate sanitary cap and sanitary mask which covers his or her hair and mouth, nose and any facial hair, except for eyebrows or eyelashes. All members of the surgical team who will be handling the instruments or touching the surgical site shall wear sterilized surgical gowns with long sleeves and sterilized gloves.

(B) Ancillary personnel in the surgery room shall wear clean clothing, footwear, sanitary cap and mask.

(h) When performing clean surgery, the instruments used to perform such surgery shall have been sterilized and the surgeon(s) and ancillary personnel shall wear clean clothing and footwear when appropriate.

For purposes of this section, "clean surgery" shall mean the performance of a surgical operation for the treatment of a condition and under circumstances which, consistent with the standards of good veterinary medicine, do not warrant the use of aseptic surgical procedures.

### **2030.05. Minimum Standards - Licensee Manager.**

(a) A Licensee Manager is the California licensed veterinarian named as the Licensee Manager on a facility's premises permit.

(b) The Licensee Manager is responsible for ensuring that the premises for which he/she is manager complies with the requirements in sections 4853, 4854, 4855 and 4856 of the Business and Professions Code, Division 2, Chapter 11, Article 3. The Licensee Manager is responsible for ensuring that the physical and operational components of a premises meet the minimum standards of practice as set forth in sections 2030 through 2032.5 of the California Code of Regulations, Title 16, Division 20, Article 4.

(c) The Licensee Manager is responsible for ensuring that no unlicensed activity is occurring within the premises or in any location where any function of veterinary medicine, veterinary surgery or veterinary dentistry is being conducted off the premises under the auspices of this premises license.

(d) The Licensee Manager shall maintain whatever physical presence is reasonable within the facility to ensure that the requirements in (a) - (c) are met.

(e) Each licensed veterinarian shall be responsible for their individual violations of the Veterinary Medicine Practice Act or any regulation adopted thereunder.

### **2030.1. Minimum Standards - Small Animal Fixed Premises.**

For purposes of these rules and regulations, a “small animal fixed premises” shall mean a fixed veterinary premises which concentrates in providing veterinary services to common domestic household pets.

In addition to the requirements in section 2030, small animal fixed premises shall provide:

- (a) Where animals are kept on the veterinary premises for 24 hours or more, the animals shall be provided with an opportunity for proper exercise. Compliance with this section may be achieved by the use of exercise runs or by providing the animal with the opportunity for outdoor walks. Where a premises has exercise runs, they shall be clean and sanitary and provide for effective separation of animals and their waste products.
- (b) When the client has not given the veterinarian authorization to dispose of his or her deceased animal, the veterinarian shall be required to retain the carcass in a freezer for at least 14 days prior to disposal.

### **2030.2. Small Animal Mobile Clinic.**

For purposes of these regulations, a “small animal mobile clinic” shall mean a trailer or mobile facility established to function as a veterinary premises which concentrates in providing veterinary services to common domestic household pets and is required by section 4853 of the code to be registered with the board.

(a) A small animal mobile clinic shall have:

- (1) Hot and cold water.
- (2) A 110-volt power source for diagnostic equipment.
- (3) A collection tank for disposal of waste material.
- (4) Lighting adequate for the procedures to be performed in the mobile clinic.
- (5) Floors, table tops, and counter tops shall be of a non-porous material suitable for regular disinfecting, and cleaning, and shall be cleaned and disinfected regularly.
- (6) Compartments to transport or hold animals, if applicable.

(b) A small animal mobile clinic shall also have:

- (1) indoor lighting for halls, wards, reception areas, examining and surgical rooms, which shall be adequate for its intended purpose.
- (2) an examination room separate from other areas of the facility, which shall be of sufficient size to accommodate the doctor, assistant, patient and client.
- (3) fire precautions that meet the requirements of local and state fire prevention codes,
- (4) temperature and ventilation controls adequate to assure the comfort of all patients.
- (5) a small animal mobile clinic which provides aseptic surgical services shall also have a room separate and distinct from other rooms, which shall be reserved for aseptic surgical procedures. Storage in the surgery room shall be limited to items and equipment normally related to surgery and surgical procedures. A veterinarian may perform emergency aseptic surgical procedures in another room when the room designated for aseptic surgery is occupied or temporarily unavailable. A small animal mobile clinic which provides aseptic surgical services and that is currently registered with the board, but does not have a separate room reserved for aseptic surgical procedures, shall provide the board with the vehicle identification number of the mobile clinic and obtain compliance with this subdivision on or before January 1, 2006.

(A) A small animal mobile clinic that provides aseptic surgery shall also have an examination area separate from the surgery room that is large enough to conduct an examination.

(c) A small animal mobile clinic shall have the ability and equipment to provide immediate emergency care at a level commensurate with the specific veterinary medical services it is providing.

(d) A small animal mobile clinic shall provide either after hours emergency services to its patients or, if no after hours emergency care is available, full disclosure to the public prior to rendering services.

(e) When the client has not given the veterinarian authorization to dispose of his or her deceased animal, the veterinarian shall be required to retain the carcass in a freezer for at least 14 days prior to disposal.

### **2030.3. Small Animal Vaccination Clinic.**

- (a) The term “small animal vaccination clinic” shall mean a privately or publicly supported vaccination clinic where a veterinarian performs vaccinations and/or immunizations against disease on multiple animals, and where the veterinarian may also perform preventative procedures for parasitic control.
- (b) A veterinarian must remain on site throughout the duration of a vaccination clinic and must maintain responsibility for all medical decisions made. The veterinarian is responsible for proper immunization and parasitic procedures and the completeness of recommendations made to the public by the paraprofessional staff that the veterinarian supervises or employs. The veterinarian is responsible for consultation and referral of clients when disease is detected or suspected.
- (c) The disposal of waste material shall comply with all applicable state, federal, and local laws and regulations.
- (d) All drugs and biologicals shall be stored, maintained, administered, dispensed and prescribed according to the manufacturer’s recommendations and in compliance with state and federal laws.
- (e) Lighting shall be adequate for the procedures to be performed in the vaccination clinic.
- (f) Floors, table tops, and counter tops shall be of a non-porous material suitable for regular disinfecting, and cleaning, and shall be cleaned and disinfected regularly.
- (g) Equipment shall be of the type and quality to provide for the delivery of vaccines and parasiticides in the best interest of the patient and with safety to the public.
- (h) Fresh, clean water shall be available for sanitizing and first aid. Disposable towels and soap shall be readily available.
- (i) A vaccination clinic shall have the ability and equipment to provide immediate emergency care at a level commensurate with the specific veterinary medical services it is providing.
- (j) The vaccination clinic shall provide a legible list of the name, address, and hours of operation of all facilities that provide or advertise emergency services and, when applicable, the location of other clinics provided by the same entity on that day, that are located within a 30-minute or 30-mile radius.
- (k) The vaccination clinic shall maintain all vaccination records for a minimum of three (3) years from the date of the vaccination.
- (l) If any diagnostic tests are performed or dangerous drugs are provided, administered, prescribed or dispensed, then a valid veterinary-client-patient relationship must be established, including a complete physical exam and Medical Records as set forth in section 2032.3.
- (m) The veterinarian shall be identifiable to the public, including, but not limited to the posting of a copy of the veterinarian’s license, as set forth in section 4850 of the Business and Professions Code.

### **2032. Minimum Standards of Practice.**

The delivery of veterinary care shall be provided in a competent and humane manner. All aspects of veterinary medicine shall be performed in a manner consistent with current veterinary medical practice in this state.

#### **2032.05. Humane Treatment.**

When treating a patient, a veterinarian shall use appropriate and humane care to minimize pain and distress before, during and after performing any procedure(s).

#### **2032.1. Veterinarian-Client-Patient Relationship.**

(a) It is unprofessional conduct for a veterinarian to administer, prescribe, dispense or furnish a drug, medicine, appliance, or treatment of whatever nature for the prevention, cure, or relief of a





- (8) The number of refills.
- (b) All drugs dispensed shall be labeled with the following information:
  - (1) Name, address and telephone number of the facility.
  - (2) Client's name.
  - (3) The species and name, number, or other identifying information for the animal.
  - (4) Date dispensed.
  - (5) Directions for use, including, if applicable, withdrawal time.
  - (6) The manufacturer's trade name of the drug or the generic names, strength (if more than one dosage form exists), and quantity of drug, and the expiration date when established by the manufacturer.
  - (7) Name of prescribing veterinarian.
- (c) Pursuant to section 4170(a)(6) and (7) of the Business and Professions Code, veterinarians must notify clients that they have a choice to obtain either the medication or a written prescription and that they shall not be charged for the written prescription.

### **2032.25. Written Prescriptions in Absence of Originally Prescribing Veterinarian.**

- (a) Prescribing, dispensing, or furnishing dangerous drugs as defined in Section 4022 of the Business and Professions Code without an appropriate prior examination and a medical indication, constitutes unprofessional conduct.
- (b) No licensee shall be found to have committed unprofessional conduct within the meaning of this section if, at the time the drugs were prescribed, dispensed, or furnished, any of the following applies:
  - (1) The licensee was a veterinarian serving in the absence of the treating veterinarian and the drugs were prescribed, dispensed, or furnished only as necessary to maintain the animal patient until the return of the originally treating veterinarian, but in any case no longer than 72 hours.
  - (2) The veterinarian transmitted the order for the drugs to another veterinarian or registered veterinary technician and both of the following conditions exist:
    - (A) The licensee had consulted with the veterinarian or registered veterinary technician who had reviewed the patient's records.
    - (B) The licensee was designated as the veterinarian to serve in the absence of the animal patient's veterinarian.
  - (3) The licensee was a veterinarian serving in the absence of the treating veterinarian, was in possession of and had reviewed the animal patient's records, and ordered the renewal of a medically indicated prescription for an amount not exceeding the original prescription in strength or amount or for more than one refill.

### **2032.3. Record Keeping; Records; Contents; Transfer.**

- (a) Every veterinarian performing any act requiring a license pursuant to the provisions of Chapter 11, Division 2, of the code, upon any animal or group of animals shall prepare a legible, written or computer generated record concerning the animal or animals which shall contain the following information:
  - (1) Name or initials of the person responsible for entries.
  - (2) Name, address and phone number of the client.
  - (3) Name or identity of the animal, herd or flock.
  - (4) Except for herds or flocks, age, sex, breed, species, and color of the animal.
  - (5) Dates (beginning and ending) of custody of the animal, if applicable.
  - (6) A history or pertinent information as it pertains to each animal, herd, or flock's medical status.
  - (7) Data, including that obtained by instrumentation, from the physical examination.
  - (8) Treatment and intended treatment plan, including medications, dosages, route of administration, and frequency of use.

- (9) Records for surgical procedures shall include a description of the procedure, the name of the surgeon, the type of sedative/anesthetic agents used, their route of administration, and their strength if available in more than one strength.
  - (10) Diagnosis or assessment prior to performing a treatment or procedure.
  - (11) If relevant, a prognosis of the animal's condition.
  - (12) All medications and treatments prescribed and dispensed, including strength, dosage, route of administration, quantity, and frequency of use.
  - (13) Daily progress, if relevant, and disposition of the case.
- (b) Records shall be maintained for a minimum of three (3) years after the animal's last visit. A summary of an animal's medical records shall be made available to the client within five (5) days or sooner, depending if the animal is in critical condition, upon his or her request. The summary shall include:
- (1) Name and address of client and animal.
  - (2) Age, sex, breed, species, and color of the animal.
  - (3) A history or pertinent information as it pertains to each animal's medical status.
  - (4) Data, including that obtained by instrumentation, from the physical examination.
  - (5) Treatment and intended treatment plan, including medications, their dosage and frequency of use.
  - (6) All medications and treatments prescribed and dispensed, including strength, dosage, route of administration, quantity, and frequency of use.
  - (7) Daily progress, if relevant, and disposition of the case.
- (c)(1) Radiographs and digital images are the property of the veterinary facility that originally ordered them to be prepared. Radiographs or digital images shall be released to another veterinarian upon the request of another veterinarian who has the authorization of the client. Radiographs shall be returned to the veterinary facility which originally ordered them to be prepared within a reasonable time upon request. Radiographs originating at an emergency hospital shall become the property of the next attending veterinary facility upon receipt of said radiograph(s). Transfer of radiographs shall be documented in the medical record.
- (2) Radiograph and digital images, except for intraoral radiographs, shall have a permanent identification legibly exposed in the radiograph or attached to the digital file, which shall include the following:
    - (A) The hospital or clinic name and/or the veterinarian's name,
    - (B) Client identification,
    - (C) Patient identification, and
    - (D) The date the radiograph was taken.
  - (3) Non-digital intraoral radiographs shall be inserted into sleeve containers and include information in subdivision (c)(2)(A) - (D). Digital images shall have identification criteria listed in subdivision (c)(2)(A) - (D) attached to the digital file.
- (d) Laboratory data is the property of the veterinary facility which originally ordered it to be prepared, and a copy shall be released upon the request of the client.
- (e) The client shall be provided with a legible copy of the medical record when the patient is released following emergency clinic service. The minimum information included in the medical record shall consist of the following:
- (1) Physical examination findings
  - (2) Dosages and time of administration of medications
  - (3) Copies of diagnostic data or procedures
  - (4) All radiographs and digital images, for which the facility shall obtain a signed release when transferred
  - (5) Surgical summary
  - (6) Tentative diagnosis and prognosis, if known
  - (7) Any follow-up instructions.

### **2032.35. Altering Medical Records**

Altering or modifying the medical record of any animal, with fraudulent intent, or creating any false medical record, with fraudulent intent, constitutes unprofessional conduct in accordance

with Business and Professions Code section 4883(g).

#### **2032.4. Anesthesia.**

(a) General anesthesia is a condition caused by the administration of a drug or combination of drugs sufficient to produce a state of unconsciousness or dissociation and blocked response to a given pain or alarming stimulus.

(b) When administering general anesthesia, a veterinarian shall comply with the following standards:

(1) Within twelve (12) hours prior to the administration of a general anesthetic, the animal patient shall be given a physical examination by a licensed veterinarian appropriate for the procedure. The results of the physical examination shall be documented in the animal patient's medical records.

(2) An animal under general anesthesia shall be observed for a length of time appropriate for its safe recovery.

(3) Provide respiratory monitoring including, but not limited to, observation of the animal's chest movements, observation of the rebreathing bag, or respirometer.

(4) Provide cardiac monitoring including, but not limited to, the use of a stethoscope, pulseoximeter or electrocardiographic monitor.

(5) When administering general anesthesia in a hospital setting, a veterinarian shall have resuscitation or rebreathing bags of appropriate volumes for the animal patient and an assortment of endotracheal tubes readily available.

(6) Records for procedures involving general anesthesia shall include a description of the procedure, the name of the surgeon, the type of sedative and/or anesthetic agents used, their route of administration, and their strength if available in more than one strength.

#### **2032.5. Emergency Hospitals.**

(a) Any veterinary premises that displays any sign, card, or device that indicates to the public that it is an emergency veterinary clinic or hospital shall comply with the following:

(1) Maintain a licensed veterinarian on the premises at all times during the posted hours of operation.

(2) Its advertisements shall clearly state:

(A) A licensed veterinarian is on the premises during the posted emergency hours.

(B) The hours the facility will provide emergency services.

(C) The address and telephone number of the premises.

(b) The phrase "veterinarian on call" shall mean that a veterinarian is not present at the hospital, but is able to respond within a reasonable time to requests for emergency veterinary services and has been designated by a daytime veterinary facility to do so after regular office hours. A veterinary premises which uses a veterinarian on call service shall not be considered to be or advertised as an emergency clinic or hospital.

#### **2037. Dental Operation, Defined**

(a) The term "dental operation" as used in Business and Professions Code section 4826 means:

(1) The application or use of any instrument, device, or scaler to any portion of the animal's tooth, gum or any related tissue for the prevention, cure or relief of any wound, fracture, injury or disease of an animal's tooth, gum or related tissue; and

(2) Preventive dental procedures including, but not limited to, the removal of calculus, soft deposits, plaque, stains or the smoothing, filing, scaling or polishing of tooth surfaces.

(b) Nothing in this regulation shall prohibit any person from utilizing cotton swabs, gauze, dental floss, dentifrice, or toothbrushes on an animal's teeth.



## VETERINARY PREMISE APPLICATION

### 1. APPLICATION TYPE/FEEES

<input type="checkbox"/> \$200.00 - Initial Fixed or Mobile Premise Registration Premise Open Date _____  <input type="checkbox"/> No Fee - Initial City, County, or State Owned Premise Registration Premise Open Date _____  <input type="checkbox"/> \$25.00 - Premise Relocation/Change of Address Premise Open Date _____  <input type="checkbox"/> \$25.00 - Change of Premise Name <u>or</u> Managing Licensee Date of Change _____  <input type="checkbox"/> No Fee - Change of Business Type <u>or</u> Ownership	
	Please make check or money order payable to the "VMB"
	Mail application and fee to: Veterinary Medical Board 1747 N. Market Blvd. Suite 230 Sacramento, CA 95834

### 2. FACILITY INFORMATION

NAME OF BUSINESS		PREMISE NUMBER	
TELEPHONE NUMBER	FAX NUMBER		
PHYSICAL ADDRESS			
CITY	STATE	ZIP	
MAILING ADDRESS*			
CITY	STATE	ZIP	

\*List only if there is no mail delivery to the physical address. Only your Mailing Address will be public information.

### 3. MANAGING LICENSEE INFORMATION

LAST	FIRST	MIDDLE
CALIFORNIA VETERINARY LICENSE NUMBER		LICENSE EXPIRATION DATE
MAILING ADDRESS		
CITY	STATE	ZIP
U.S. SOCIAL SECURITY NUMBER:	TELEPHONE NUMBER:	
EMAIL ADDRESS:		

**4. MANAGING LICENSEE DISCLOSURE**

Are you currently registered as a managing licensee of another veterinary premise?	YES <input type="checkbox"/> NO <input type="checkbox"/>
If YES, please list Permit Number(s):	
Will those premises remain open?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Will you remain as managing licensee?	YES <input type="checkbox"/> NO <input type="checkbox"/>

**5. MANAGING LICENSEE CONVICTION INFORMATION**

Have you been convicted or pled nolo contendere to a felony or misdemeanor, other than a minor traffic violation, or had any disciplinary action taken against you by any licensing/regulatory agency in this or any other state?	YES <input type="checkbox"/> NO <input type="checkbox"/>
If Yes, please provide detailed written explanation.*	
*You must include all misdemeanor and felony convictions, regardless of the age of the conviction, including those which have been set aside and/or dismissed under Penal Code Section 1000, 1203.4 or 1210.1. Traffic violations involving driving under the influence, injury to persons or providing false information must be reported. The definition of conviction includes convictions following a plea of nolo contendere (no contest) as well as pleas or verdicts of guilty.	

**6. PRACTICE INFORMATION - check all that apply**

<input type="checkbox"/> Small	<input type="checkbox"/> Vaccination Clinic	<input type="checkbox"/> Emergency	<input type="checkbox"/> House Call
<input type="checkbox"/> Large	<input type="checkbox"/> Mixed	<input type="checkbox"/> Mobile/Ambulatory	

**7. NUMBER OF EMPLOYEES**

____ CA Licensed Veterinarians	____ Non-CA Licensed Veterinarians	____ Clerical/Administrative
____ Registered Veterinary Technicians	____ Veterinary Assistants	____ Other _____

**8. BUSINESS TYPE**

<input type="checkbox"/> Sole Owner	<input type="checkbox"/> City/County/State Owned	<input type="checkbox"/> Other _____
<input type="checkbox"/> Corporation - you must include articles of Incorporation for all initial registrations and ownership changes		
Corporation Name _____		Incorporation Date _____
Corporation Number _____		Incorporation State _____ FEIN _____
<input type="checkbox"/> Partnership - you must include information for all partners.		
Name _____	% Interest _____	Title _____ License Number _____
Name _____	% Interest _____	Title _____ License Number _____
Name _____	% Interest _____	Title _____ License Number _____

**9. BUSINESS OWNER INFORMATION**

LAST	FIRST	MIDDLE
CALIFORNIA VETERINARY/RVT LICENSE NUMBER		LICENSE EXPIRATION DATE
MAILING ADDRESS		
CITY	STATE	ZIP
U.S. SOCIAL SECURITY NUMBER:		TELEPHONE NUMBER:
EMAIL ADDRESS:		

## 10. BUSINESS OWNER DISCLOSURE

Are you currently and owner of any other veterinary premises registered with the Veterinary Medical Board?	YES <input type="checkbox"/> NO <input type="checkbox"/>
If YES, please list Premise Number(s):	

## 11. DISCLOSURE SIGNATURE - *must be signed by managing licensee*

<p>Managing licensees are required to comply with the minimum standards of practice. As a managing licensee, you are responsible for ensuring that the permit for which you are applying is in compliance with all applicable laws. In the event that the premise is in violation of any applicable laws, you will be held responsible and may have disciplinary action taken against you.</p> <p>I certify that I understand that I am responsible for ensuring that this premises for which I am applying meets the minimum standards of practice and is in compliance will all applicable laws.</p> <p>I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.</p> <p>Signature _____ Date _____</p>
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## INFORMATION COLLECTION, ACCESS AND DISCLOSURE

The information you provide on this application is maintained by the Executive Officer of the Veterinary Medical Board, Department of Consumer Affairs, 1747 N. Market Blvd., Suite 230, Sacramento, CA 95834, (916) 515-5220. The information is requested pursuant to Business and Professions Code sections 4853 and 4853.1 and California Code of Regulations, Title 16, Sections 2030, 2030.1, and 2030.2.

It is mandatory that you provide all information requested. Omission of any item of required information will result in the application being rejected as incomplete.

Disclosure of your Social Security number is mandatory. Section 30 of the Business and Professions Code and Public Law 94-455[42 USCA §405(c)(2)(C)] authorize collection of your Social Security number. Your Social Security number will be used exclusively for tax enforcement purposes, for purposes of compliance with any judgment or order for family support in accordance with Section 17520 of the Family Code, or for verification of licensure or examination status by a licensing or examination entity which uses a national examination and where licensure is reciprocal with the requesting state. If you fail to disclose your Social Security number, you will be reported to the Franchise Tax Board, which may assess a \$100 penalty against you.

Your completed application becomes the property of the Board and will be used by authorized personnel to determine you eligibility for a license, registration or permit. Information on your application may be transferred to other governmental or law enforcement agencies. Pursuant to the California Public Records Act (Gov. Code §6250 et seq.) and the Information Practices Act (Div. Code §1798.61), the names and addresses of persons possessing a license or registration may be disclosed by the department unless otherwise specifically exempt from disclosure under the law. **Consequently, the personal name and address information entered on the attached form(s) may become public information subject to disclosure.**

You have the right to review the records maintained on you by the Board or department unless the records are exempt by section 1798.40 of the Civil Code. You may gain access to the information by contacting the Veterinary Medical Board at the above address.

The name and address you have included on this application is subject to public disclosure and may be disclosed upon request, however if the residential address is different than the practice address, that address may remain confidential.

**Incomplete applications will be returned. Please ensure that all information is complete and accurate. Please make check/money order payable to the Veterinary Medical Board and mail completed application to: Veterinary Medical Board, 1747 N. Market Blvd., Suite 230, Sacramento, CA 95834.**

Please visit the Board's website at [www.vmb.ca.gov](http://www.vmb.ca.gov) for further information on the Board.