

**NSVMA INSPECTION REPORT**  
Small Animal House Call Service

Name of Facility: \_\_\_\_\_ Date: \_\_\_\_\_

- |    |   |   |   |
|----|---|---|---|
| 1. | <b>GENERAL:</b> [Regulation Section 40 (5) ]<br>Is this House Call service operated from and under the same ownership as an accredited small animal hospital? | Y | N |
|    | Comments:   |   |   |
| 2. | <b>RECORDS:</b> [Section 22 (1) of Annex to the Bylaws]<br>(a) Is there a clearly legible, individual medical record maintained for every patient?            | Y | N |
|    | (b) Do the records contain sufficient information to indicate patient's assessment, planned treatment and results (?), including:                             |   |   |
|    | (i) patient identification including species, age and sex?  | Y | N |
|    | (ii) name, address and telephone number of the client?  | Y | N |
|    | (iii) present illness and history of the patient?   | Y | N |
|    | (iv) vaccination record?  | Y | N |
|    | (v) current weight?   | Y | N |
|    | (vi) lab reports as applicable?   | Y | N |
|    | (vii) record of medical or surgical treatment, including drugs prescribed and dispensed, strength, dosage and quantity?                                       | Y | N |
|    | (viii) the attending veterinarian identified for each entry by name, initials or code?  | Y | N |
|    | (ix) relevant signed consent forms?   | Y | N |
|    | ( c) Are adequate daily records maintained for hospitalized animals?  | Y | N |
|    | (d) Are medical records maintained for at least seven (7) years?  | Y | N |
|    | (e) Are all records readily retrievable?  | Y | N |
|    | (f) Are the records retained on an electronic medium?   | Y | N |
|    | If so,  |   |   |
|    | (i) can the information be printed promptly?  | Y | N |
|    | (ii) are any changes clearly indicated as so and dated?   | Y | N |
|    | (g) [Section 22 (1) (a) of Annex to the Bylaws]   |   |   |
|    | (i) Are only the pertinent records removed from the central records base?   | Y | N |
|    | (ii) Is a record of the history, examination and treatments left with the owner?  | Y | N |

COMMENTS

3. **EXAMINATION FACILITIES:** [ Section 22 (1) of Annex to the Bylaws]

(a) Are the examination facilities...		
(i) Clean and orderly, with sufficient lighting?	Y	N
(ii) Constructed of readily disinfected materials?	Y	N
(b) Is there sufficient room for doctor, patient, and client?	Y	N
(c) The following equipment is available (although not necessarily in every examination room):		
(i.) stethoscope	Y	N
(ii.) ophthalmoscope	Y	N
(iii.) otoscope	Y	N
(iv.) alcohol, or other disinfectant	Y	N
(v.) thermometer	Y	N
(vi.) examination table with readily disinfected, impervious surface	Y	N
(d) Is a clear and impervious material such as non-porous paper or strong plastic on hand to cover the examination surface? [Section 22 (1) (b) of Annex to the bylaws]	Y	N

COMMENTS:

4. **PHARMACY:** [Section 22 (1) of Annex to the Bylaws]

(a) Are compartments provided for the storage, safekeeping and preparation of drugs in accordance with federal and provincial laws?	Y	N
(b) Is a locked area provided for controlled drugs and narcotics?	Y	N
(c) Is there a separate locked area for inventory of controlled drugs and narcotics?	Y	N
(d) Do dispensing labels indicate hospital and doctor, dispensing date, patient, owner, Drug, quantity, strength, DIN, and instructions for use?	Y	N
(e) Are dispensing containers childproof?	Y	N
(f) Are prescription pads available?	Y	N
(g) Are expiry dates indicated on all pharmacy products where applicable?	Y	N
(h) Are sterile needles, syringes, i.v. catheters and parenteral fluids available?	Y	N
(i) Is refrigeration available for biologics and drugs requiring refrigeration?	Y	N

COMMENTS:

5. **LIBRARY:** [Section (22) (1) of Annex to Bylaws]

Does the library include:

(a) adequate reference texts and current professional journals?	Y	N
(b) a current edition of the Veterinary Medical Act of Nova Scotia, the NSVMA Regulations, and Bylaws, and Annex to the Bylaws, pursuant to the Act?	Y	N
(c) (i) a Canadian edition of the Compendium of Pharmaceuticals and Specialties that is no more than three (3) years old?	Y	N
(ii) a veterinary pharmaceutical text that is no more than three (3) years old?	Y	N
(d) a current copy of The Controlled Drugs and Substances Act (Canada) ? Schedule I: Narcotics Schedule III: Amphetamines Schedule IV: Barbiturates, Diazepam, etc...	Y	N

COMMENTS:

6. **MINOR SURGICAL SERVICES:** [Section 22 (1) © of Annex to the Bylaws]

Where minor surgical procedures are being performed, are the following provided:

(i) clippers	Y	N
(ii) vacuum	Y	N
(iii) scrub material and final preparation materials	Y	N
(iv) autoclaved packs	Y	N
(v) a sink	Y	N
(vi) sterile gloves, instruments, and equipment	Y	N

COMMENTS:

7. **CLINICAL PATHOLOGY EQUIPMENT:** [Section 22 (2) of Annex to the Bylaws]

Is equipment sufficient for the collection of blood samples, urine samples, bacterial cultures and other clinical pathological specimens provided?

Y N

COMMENTS:

8. HOUSEKEEPING AND MAINTENANCE: [Section 22 (3) of Annex to the Bylaws]

- |  |   |   |
|--|---|---|
| (a) Is the vehicle utilized clean, orderly and properly maintained?  | Y | N |
| (b) Are the drugs and equipment stored and maintained in a clean and orderly fashion in proper containers?   | Y | N |
| (c) Are the dispensing and records areas maintained in a clean and orderly fashion?  | Y | N |
| (d) Are wastes carried in closed containers and not allowed to accumulate?   | Y | N |
| (e) Is a disinfected, adequately ventilated, properly secured portable holding compartment, made of impervious material, available for transport of a patient? | Y | N |

COMMENTS:

Signature of Inspector	Date