



**Public confidence**  
in veterinary regulation

# **Minimum Standards for Veterinary Facilities in Ontario**

**Titles 1-13**



**CVO**  
College of  
Veterinarians  
of Ontario

July 1, 2022

The standards for veterinary facilities in Ontario are established by the Council of the College of Veterinarians of Ontario under the authority of the *Veterinarians Act*, 1989.

Compliance with the standards is required for a certificate of accreditation. It is unlawful for anyone to establish or operate a veterinary facility except under, and in accordance with, a certificate of accreditation.

The standards in this document reflect a continuation of the premises standards made by the Ontario Veterinary Association (OVA), which was the College's predecessor. However, the OVA standards were revised and expanded for the College's purposes, and an attempt was also made to make the standards clearer and easier to read.

In a set of standards as complex as these, there are bound to be particular requirements with which certain members will disagree. The standards were developed and revised by the Accreditation Committee in consultation with many CVO members and groups of members. They reflect as much as possible a reasoned consensus of veterinarians as to the minimum form and content for the various kinds of current veterinary practices.

The standards represent one aspect of the College's actions in serving and protecting the public interest. For that reason, the standards are subject to review by the Minister of Agriculture and Food, and they have the same force as the regulations.

Members of the College are therefore expected to adhere strictly and honestly to the standards in this document.

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College of Veterinarians of Ontario

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## PREAMBLE

### Part 1.0 Introduction

#### 1. Introduction

- 1.1. This document is divided into numbered “titles”, and each title contains the qualifications, or minimum standards, for a particular class of veterinary facility (for example, title 1 contains the standards for a companion animal hospital).
- 1.2. Each title is divided into one or more numbered “parts”, and each part pertains to a different topic (for example, in title 1, part 3 pertains to library).
- 1.3. Each part is subdivided into one or more numbered sentences, called “standards”, (for example, in title 1, part 4 contains four standards).
- 1.4. In each title,
  - 1.4.1. the part is identified by the number to the left of the decimal point (for example, in title 1, all the standards in part 3 are identified by “3” followed by a decimal point),
  - 1.4.2. a provision identified by a decimal point and a number other than zero to the right of the decimal point is a standard (for example, part 3 of title 1 contains standard 3.1 to standard 3.7).
- 1.5. A standard may be a simple sentence (such as standard 1.2 in title 1) or may contain numbered,
  - 1.5.1. clauses (for example, standard 1.1 in title 1 contains two clauses), which are indicated in the text only by a single number followed by a decimal point but should be identified in speaking or writing as, for example, clause 1.1.1 and clause 1.1.2, (pronounced “One point One point Two”, and so forth),
  - 1.5.2. items (for example, standard 5.4 in title 1 contains a list of fourteen items), which are indicated in the same way as clauses and should also be identified in the same way.
- 1.6. A clause may further contain,
  - 1.6.1. sub clauses (for example, clause 8.2.1 in title 1 contains 5 sub clauses, which should be identified as sub clauses 8.2.1.1 to 8.2.1.5),
- 1.7. On occasion, an explanation or qualifying note may appear, directly under a standard or at the beginning of a title, which is indicated by “.N.” following the standard (for example, Note 4.1.N. in title 1 qualifies standard 4.1).

### Part 2.0 Interpretation

#### 2. Interpretation

- 2.1. The contents of this document are intended to be applied liberally in order to establish, develop, and maintain standards of veterinary care for the service and protection of the public interest and the subject animals.
- 2.2. Without limiting the generality of standard 2.1,

- 2.2.1. when an area or room is required by a standard or is otherwise used for veterinary care, it is a requirement that the area or room is clean and well organized for its purpose,
  - 2.2.2. where equipment is required by a standard or is otherwise used in veterinary care, it is a requirement that the equipment is functional and maintained in good repair,
  - 2.2.3. where equipment or supplies are required by a standard or are otherwise used in veterinary care, it is a requirement that they be provided in appropriate sizes for the expected animal.
  - 2.2.4. where animals are confined, treated or otherwise in the facility, it is a requirement that the ambient temperature is maintained at a comfortable level.
- 2.3. In this document,
- 2.3.1. words have the same meaning as in the regulations made under the *Veterinarians Act*,
  - 2.3.2. “facility” means veterinary facility,
  - 2.3.3. “log” means a separate record for a specific purpose or purposes; the requirement of a log is not met by including information in the clinical or case records required by the regulations,
  - 2.3.4. “room” means a space enclosed by walls and a ceiling; if an enclosed space is not necessarily required, “area” is used.
- 2.4. The facility is operated and maintained in accordance with municipal, provincial, and federal legislation.

## TITLE 1. COMPANION ANIMAL HOSPITAL

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a companion animal hospital.

### Part 1.0 General

#### 1. General

- 1.1. The facility,
  - 1.1.1. is self-contained,
  - 1.1.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway, or mall.
- 1.2. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.3. The facility is not, and does not appear to be, associated with, or operated in connection with another enterprise.
  - 1.3.N. Standards 1.2 and 1.3 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.

### Part 2.0 Records

#### 2. Records

- 2.1. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (5), (6), and (7) include the following provisions:

The record for each companion animal contains:

- 2.1.1. patient identification, including species, breed, colour, age and sex
- 2.1.2. client's name, address, and telephone numbers
- 2.1.3. if the client is likely to be absent from his or her address while the animal is confined with the member, the name, address, and telephone number of a person to be contacted in case of an emergency
- 2.1.4. date of each time that the member sees the animal
- 2.1.5. history of the animal's health, including a record of vaccinations
- 2.1.6. the animal's current weight
- 2.1.7. particulars of each assessment, including physical examination data and diagnostic investigations performed or ordered by the member and the results of each assessment
- 2.1.8. a note of any professional advice given regarding the animal and an indication of when and to whom the advice was given if other than the client

- 2.1.9. all medical or surgical treatments and procedures used, dispensed, prescribed, or performed by or at the direction of the member, including the name, strength, dose and quantity of any drugs. One of the following with respect to each surgical treatment:
    - 2.1.9.1. written consent to the surgical treatment signed by or on behalf of the owner of the animal,
    - 2.1.9.2. a note that the owner of the animal or a person on the owner's behalf consented orally to the surgical treatment, and the reason why the consent was not in writing,
    - 2.1.9.3. a note that neither the owner of the animal nor anyone on the owner's behalf was available to consent to the surgical treatment, and the reason why, in the member's opinion, it was medically advisable to conduct the surgical treatment.
  - 2.1.10. a copy of all reports prepared by the member in respect of the animal
  - 2.1.11. final assessment of the animal
  - 2.1.12. fees and charges, showing separately those for drugs and those for advice or other services
  - 2.1.13. any additional records required by this Regulation
  - 2.1.14. records are legibly written or typewritten
  - 2.1.15. records are kept in a systematic manner
  - 2.1.16. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
  - 2.1.17. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
  - 2.1.18. the records required by this section may be made and maintained in an electronic computer system that:
    - 2.1.18.1. Provides a visual display of the recorded information
    - 2.1.18.2. Provides a means of access to the record of each animal by its name or other unique identifier
    - 2.1.18.3. Is capable of printing the recorded information promptly
    - 2.1.18.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
  - 2.1.19. The electronic computer system maintains an audit trail that,
    - 2.1.19.1. Records the date and time of each entry of information for each animal
    - 2.1.19.2. Indicates any changes in the recorded information
    - 2.1.19.3. Preserves the original content of the recorded information when changed or updated
    - 2.1.19.4. Is capable of being printed separately from the recorded information of each animal
  - 2.1.20. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
  - 2.1.21. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
  - 2.1.22. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.
- 2.2. The facility contains consent-to-surgery forms for execution by clients, and there is evidence that the forms are used and maintained in the animal's medical record.
- 2.3. Informed written consent must be obtained from the client when a member, or his or her auxiliary, must transport an animal or animals between accredited facilities.

- 2.4. The facility contains an anaesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia in the facility.
  - 2.4.1. date of induction
  - 2.4.2. name of the client
  - 2.4.3. breed, age, sex, weight, and identity of the anaesthetized animal
  - 2.4.4. pre-anaesthetic condition of the animal, e.g., whether the animal was healthy; indicated a mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 2.4.5. name, dose, and route of administration of any pre-anaesthetic agents
  - 2.4.6. name, dose, and route of administration of anaesthetic agents
  - 2.4.7. nature of the procedures performed under the anaesthetic
  - 2.4.8. post-anaesthetic condition of the animal, e.g., whether the animal recovered normally; demonstrated vocalization; excitement or paddling; demonstrated extreme vocalization; convulsions or vomiting; suffered cardiac or respiratory arrest; or died
  - 2.4.9. anaesthetic monitoring chart
  
- 2.5. The facility contains a surgical log, either alone or in combination with the anaesthetic log, in which is entered in respect of each major surgical procedure performed in the facility;
  - 2.5.1. the date of each procedure
  - 2.5.2. name of the client
  - 2.5.3. breed, age, sex, weight, and identity of the animal upon which the procedure is performed
  - 2.5.4. name of the surgeon
  - 2.5.5. nature of each procedure
  - 2.5.6. animal's pre-operative condition, e.g., whether the animal was healthy; indicated mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 2.5.7. animal's post-operative condition, e.g., whether the animal demonstrated an unremarkable condition and status during the post-surgical period; required post-surgical care; or died during or shortly after surgery
  - 2.5.8. length of time taken to perform the procedure
  
- 2.6. The facility contains a radiographic log in which is entered;
  - 2.6.1. the date each radiograph is taken
  - 2.6.2. identification of the animal and the client
  - 2.6.3. the area of the body exposed to the radiograph
  - 2.6.4. the number of radiographic views
  - 2.6.5. radiographic setting

## Part 3.0 Library

### 3. Library

- 3.1. The facility contains:
  - 3.1.1. 1 or more veterinary reference textbooks published within the prior three years on basic topics in companion animal medicine or surgery (such as diagnosis, therapy, or surgery)
  - 3.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in companion animal medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
  - 3.1.3. (a) a copy of the *Veterinarians Act* (Bill 39)  
(b) regulations (O.Reg.1093)

- (c) minimum standards
  - (d) by-laws under the Act
  - 3.1.4. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act* and the *Controlled Drugs and Substances Act* (Schedules)
  - 3.1.5. a human pharmaceutical reference that is relevant to the Canadian context
  - 3.1.6. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years
  - 3.1.7. a veterinary formulary published within the last three years
- 3.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 4.0 Client Amenities

### 4. Client Amenities

- 4.1. The facility contains a reception area.
  - 4.1.N. The reception area cannot be within the examination room.
- 4.2. The reception area,
  - 4.2.1. is entered directly from the outside of the facility,
  - 4.2.2. contains sufficient seating for the reasonably expected number of clients.
- 4.3. The furniture in the reception area is clean and in good repair.
- 4.4. The facility contains a washroom that can be used by clients.

## Part 5.0 Examination Room

### 5. Examination Room

- 5.1. The facility contains a room for the physical examination of animals.
  - 5.1.N. The examination room may also be used as a treatment area.
- 5.2. The examination room is,
  - 5.2.1. large enough for a veterinarian to examine an animal conveniently with a client present in the area, together with any necessary (and at least one) assistant and the required equipment,
  - 5.2.2. well lit.
- 5.3. The examination room contains,
  - 5.3.1. an examination table, with a readily sanitized, fluid-impervious surface,
  - 5.3.2. a waste receptacle.
- 5.4. The following equipment and supplies are readily available in the facility:
  - 5.4.1. restraint devices such as a leash, muzzle, or safety snare
  - 5.4.2. stethoscope
  - 5.4.3. ophthalmoscope
  - 5.4.4. fluorescein eye-staining strips

- 5.4.5. otoscope and speculum
- 5.4.6. alcohol or other disinfectant
- 5.4.7. thermometer
- 5.4.8. examination gloves
- 5.4.9. lubricant
- 5.4.10. disinfectant for the examination table and applicators for the disinfectant
- 5.4.11. a weigh scale appropriate to the weights of reasonably expected animals
- 5.4.12. mechanical device to measure intra-ocular pressure
- 5.4.13. topical ophthalmic anesthetic drops
- 5.4.14. microchip scanner capable of reading ISO compliant microchips [ISO 11784/11785][Frequency 134.2 kHz]

## Part 6.0 Pharmacy

### 6. Pharmacy

- 6.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 6.2. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 6.2.1. the date of purchase of the drug and, if different, the date the member received the drug
- 6.2.2. the name, strength and quantity of the drug received
- 6.2.3. name and address of the person from whom the drug was purchased
- 6.2.4. purchase price
- 6.2.5. in the case of a controlled substance, ketamine or a targeted drug, the signature of the member who made the purchase and the signature of the person who received it
- 6.3. The member shall retain the written record required for a period of at least 5 years or until the member ceases to practice veterinary medicine, whichever occurs first. (not applicable if a new facility).
- 6.4. If drugs are dispensed from the hospital, the containers in which the drugs are dispensed are marked with:
  - 6.4.1. the name, strength, and quantity of the drug
  - 6.4.2. the date the drug is dispensed
  - 6.4.3. the name and address of the member
  - 6.4.4. the identity of the animal or group of animals for which it is dispensed
  - 6.4.5. the name of the owner of the animal(s)
  - 6.4.6. prescribed directions for use
- 6.5. If controlled substances are dispensed from the hospital, a controlled substances register is kept and contains the following information;
  - 6.5.1. the date the controlled substance is dispensed or administered
  - 6.5.2. the name and address of the client
  - 6.5.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 6.5.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered

- 6.6. All controlled drugs and narcotics are kept in a locked cabinet designed and constructed to ensure the reasonable security of the controlled substances.
- 6.7. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 6.8. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.
- 6.9. Biologics and other drugs requiring refrigeration are kept in a refrigerator.
- 6.10. The facility contains at least one each of the following:
  - 6.10.1. adrenergic/sympathomimetic
  - 6.10.2. anti-cholinergic
  - 6.10.3. analgesic
  - 6.10.4. sedative/tranquilizer
  - 6.10.5. anesthetic: local/regional
  - 6.10.6. anti-inflammatory
  - 6.10.7. anti-microbial for parenteral administration
  - 6.10.8. anti-convulsant for parenteral administration
  - 6.10.9. diuretic
  - 6.10.10. emetic and anti-emetic
  - 6.10.11. replacement fluids for intravenous administration
  - 6.10.12. if narcotics are used, a narcotic reversal agent
  - 6.10.13. biologics for common infectious diseases
  - 6.10.14. injectable calcium
  - 6.10.15. injectable dextrose
  - 6.10.16. Oxytocin
- 6.11. There is evidence that an audit of controlled drug inventory is done at least weekly.

## Part 7.0 Diagnostics

### 7. Diagnostics

- 7.1. The following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:
  - 7.1.1. hematology
  - 7.1.2. biochemistry
  - 7.1.3. immunology
  - 7.1.4. cytology
  - 7.1.5. microbiology
  - 7.1.6. histopathology
  - 7.1.7. parasitology
- 7.2. If there is no evidence of an arrangement, then the facility must contain:
  - 7.2.1. microscope, microscope slides and cover slips
  - 7.2.2. centrifuge and centrifuge tubes



- 7.2.3. microhematocrit centrifuge, microhematocrit capillary tubes and tube sealant. If the facility contains a hematology analyzer that is capable of performing a hematocrit without prior centrifuging, then this equipment is not required.
- 7.2.4. refractometer
- 7.2.5. urinalysis test strip or tablet reagents or both
- 7.2.6. staining solutions and chemicals for blood, urine, and cytology examination
- 7.2.7. forms for recording laboratory test results
  
- 7.2.N The centrifuges required by items 7.2.2 and 7.2.3 may be the same if the machine is suitable for both types of functions.
  
- 7.3. Electrocardiography can be performed within the facility or there is evidence of an arrangement that electrocardiography is performed by a member in another facility in close geographical proximity to the facility or by a diagnostic service or there is a suitable combination for the performance of electrocardiography.
  
- 7.4. Where a facility performs in-house laboratory testing, the facility must demonstrate evidence that internal and external controls are run with sufficient frequency that results can be accepted as accurate.

## Part 8.0 Diagnostic Imaging

### 8. Diagnostic Imaging

- 8.1. The facility contains a diagnostic x-ray machine.
  
- 8.2. The facility contains,
  - 8.2.1. protective equipment that includes:
    - 8.2.1.1. a collimator or cone
    - 8.2.1.2. two protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees
    - 8.2.1.3. two pairs of gloves of at least 0.5 lead equivalent with cuffs
    - 8.2.1.4. individual monitoring badges obtained from Health Canada, Radiation Protection Bureau that are worn by all people regularly involved in radiology procedures
    - 8.2.1.5. at least two thyroid protectors
  - 8.2.2. radiographs of all which are permanently identified with:
    - 8.2.2.1. the name of the veterinarian or the designation of the facility or both
    - 8.2.2.2. identification of the animal
    - 8.2.2.3. the date of the radiograph
    - 8.2.2.4. an indication of the left or right side of the animal
    - 8.2.2.5. an indication of time for sequential radiographic studies
  - 8.2.3. at least 2 film cassettes (holders)
  - 8.2.4. fresh, unexposed x-ray film that is properly stored
  - 8.2.5. a machine that automatically develops radiographs  
IF N/A:  
Alternatively, a dark room that contains:
    - 8.2.5.1. a tank or tray containing fresh chemicals for developing and fixing exposed film
    - 8.2.5.2. a tank or tray containing fresh water for washing film
    - 8.2.5.3. a tank thermometer
    - 8.2.5.4. a safety light
    - 8.2.5.5. film hangers

- 8.2.6. a radiographic viewer
  - 8.2.7. material for positive contrast gastrointestinal radiography
  - 8.2.8. calipers or a measuring tape to measure body thickness
  - 8.2.9. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS, kV and focal distance for specific body areas and thicknesses
- 8.3. For each x-ray source in the facility, an application in accordance with sections 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act.

Registration # \_\_\_\_\_

- 8.4. Radiographs not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner and, in either case, are retained for a period of at least 5 years.
- 8.5. The radiographs or images created are of diagnostic quality.
- 8.6. If the facility uses diagnostic and imaging equipment, the images created must be of diagnostic quality.
- 8.7. If the facility is using diagnostic radiographic equipment, then the facility need not comply with clauses 8.2.3, 8.2.4, 8.2.5, 8.2.5.1-5 and 8.2.6.
- 8.8. For the purposes of storage and transfer of digital radiographic images; DICOM (Digital Imaging and Communication in Medicine) and PACS (Picture Archiving and Communication Systems methodology or equivalent is acceptable.
- 8.9. For the purposes of viewing digital radiology images, the monitor must be a minimum of 2.5 LPMM resolutions and a minimum of 10-bit grayscale image depth (400 shades of grey).
- 8.10. Diagnostic ultrasound can be performed within the facility or there is evidence of an arrangement that diagnostic ultrasound is performed by a member in another facility or by a diagnostic service or there is a suitable combination for the performance of diagnostic ultrasound.

## Part 9.0 Treatment Area

### 9. Treatment Area

- 9.1. The facility contains,
- 9.1.1. one or more treatment areas which can be used for preparing animals for major surgery, performing minor surgery, performing dentistry, and providing medical treatment.
  - 9.1.N. The treatment area is separate from the operating room and the reception area but may be part of the examination room.
  - 9.1.2. Each treatment area contains,
    - 9.1.2.1. a table large enough for treatment of an animal, with a readily sanitized, fluid-impervious surface,

- 9.1.2.2. a drained sink with hot and cold running water.
- 9.2. Each such area is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment.
- 9.3. The treatment area contains or has readily available within the facility:
  - 9.3.1. electric hair clippers and a fine surgical blade or a razor for hair removal
  - 9.3.2. vacuum cleaner or a central vacuum with an outlet in the treatment area
  - 9.3.3. preparations for cleansing skin and other tissue prior to surgery, including a skin cleaning solvent and an antiseptic skin preparation solution
  - 9.3.4. a tray or container of fresh cold sterilization solution or sterilized packs containing at least one of each of:
    - 9.3.4.1. scalpel handles (not required if sterile disposable scalpels are used)
    - 9.3.4.2. scissors
    - 9.3.4.3. suture needles
    - 9.3.4.4. needle drivers
    - 9.3.4.5. thumb forceps
    - 9.3.4.6. hemostatic forceps
  - 9.3.5. sterile gauze sponges
  - 9.3.6. absorbable and non-absorbable sterile suture material
  - 9.3.7. sterile intravenous catheters and administration sets
  - 9.3.8. sterile urinary catheters
  - 9.3.9. intravenous stand or equivalent
  - 9.3.10. drainage tubes, irrigation solutions and irrigation application supplies
  - 9.3.11. sterile needles and syringes
  - 9.3.12. cotton, gauze, bandages, tapes, and splints
  - 9.3.13. sufficient quantity of stomach tubes
  - 9.3.14. sterile scalpel blades
  - 9.3.15. intravenous fluid pump
  - 9.3.16. mobile light source
- 9.4. If dentistry is performed, the treatment area contains or has readily available in the facility:
  - 9.4.1. hand scalers, curettes (including a subgingival curette), and a dental probe or employer
  - 9.4.2. air compressed gas or electrically driven dental polisher
  - 9.4.3. dental elevators
  - 9.4.4. tooth extractors
- 9.5. The facility has a supply of oxygen and the means to administer the oxygen.

## Part 10.0 Anaesthesia

### 10. Anaesthesia

- 10.1. The facility contains an area for the administration of general anaesthesia (can be the same area as the treatment area).
- 10.2. The anaesthesia area contains or has readily available within the facility:
  - 10.2.1. pre-anesthetic agents
  - 10.2.2. induction anesthetic agents for intravenous administration
  - 10.2.3. sufficient quantity of cuffed endotracheal tubes and tube adaptors
  - 10.2.4. antiseptic agent for venipuncture preparation

- 10.2.5. sterilized needles and syringes
- 10.2.6. a machine for the administration of gaseous anaesthesia that includes a canister containing a fresh agent to absorb carbon dioxide
- 10.2.7. gaseous agent for the induction and maintenance of general anaesthesia
- 10.2.8. a cylinder of compressed medical oxygen that is securely fastened
- 10.2.9. a gas scavenging system that complies with the requirements of the *Occupational Health and Safety Act*
- 10.2.10. a stethoscope
- 10.2.11. a method of maintaining an animal's body heat
- 10.2.12. two or more re-breathing bags
- 10.2.13. anesthetic delivery circuits
- 10.2.14. one or more electronic devices for the continuous monitoring of cardiac and/or respiratory function such as: respiratory monitor, pulse oximeter, a continuous blood pressure monitor, a continuous ECG monitor, capnograph or an esophageal stethoscope

## Part 11.0 Operating Room

### 11. Operating Room

- 11.1. The facility contains a completely enclosed room used solely for the performance of major surgical procedures under sterile conditions.
- 11.2. The operating room,
  - 11.2.1. is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment,
  - 11.2.2. has walls, floor and doors of solid, fluid-impervious material that can be readily sanitized.
- 11.3. The operating room contains:
  - 11.3.1. a surgical table with a readily sanitized, fluid-impervious surface
  - 11.3.2. an insulating pad to reduce heat loss from the animal's body to the surface of the operating table
  - 11.3.3. at least one adjustable surgical lamp
  - 11.3.4. an instrument table or tray with a readily sanitized surface
  - 11.3.5. a garbage disposal container with a readily sanitized, fluid-impervious interior or a disposable fluid-impervious liner
  - 11.3.6. a catheter, delivery system and fluids for the intravenous administration of parenteral fluids
- 11.4. The operating room contains or has readily available within the facility:
  - 11.4.1. absorbable and non-absorbable sterile suture material
  - 11.4.2. instruments, gowns, towels, drapes, gloves, gauze sponges, needles, and scalpelblades, which are sterilized
  - 11.4.3. all items sterilized in the facility display the date of sterilization and the name or initials of the person who carried out the sterilization
  - 11.4.4. the following sterilized instruments:
    - 11.4.4.1. scissors
    - 11.4.4.2. 2 thumb forceps
    - 11.4.4.3. 4 towel clamps
    - 11.4.4.4. scalpel handle (not required if disposable sterile scalpels used)

- 11.4.4.5. 4 hemostatic forceps
  - 11.4.4.6. needle driver
  - 11.4.5. all packs contain an internal sterility monitor
  - 11.4.6. surgical caps and masks
- 11.5. The operating room does not contain a wet sink.
- 11.5.N. Standard 11.5 does not apply to a facility which had been accredited as a companion animal hospital before January 1st, 1990, and, after that date, continues as an accredited companion animal hospital without interruption and is not enlarged or extended.
- 11.6. The facility contains, outside the operating room, a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).
- 11.7. No items other than those pertaining to surgery should be stored in the operating room.
- 11.8. If laser surgery is to be performed, the following items must be present:
- 11.8.1. Dedicated smoke evacuator
  - 11.8.2. Minimum of two pairs of laser rated safety glasses or goggles
  - 11.8.3. Appropriate number of face masks (minimum 0.1 microns filtration PEE)

## Part 12.0 Confinement

### 12. Confinement

- 12.1. There are one or more indoor areas for the confinement of animals in compartments.
- 12.2. Each confinement area,
- 12.2.1. is constructed of readily sanitized, fluid-impervious material,
  - 12.2.2. is well lit,
  - 12.2.3. has adequate air circulation in it.
- 12.3. The facility contains enough compartments to accommodate the reasonably expected number of confined animals.
- 12.4. The compartments are large enough to accommodate comfortably animals of the reasonably expected sizes.
- 12.5. Each compartment:
- 12.5.1. allows adequate amounts of air to circulate within it
  - 12.5.2. is secure and solidly constructed
  - 12.5.3. permits easy observation of the animal
  - 12.5.4. has 5 sides constructed of a solid, readily sanitized, fluid-impervious material, or, has a bottom and three sides constructed of solid, readily sanitized, fluid-impervious material and a top constructed to prevent escape and animal to animal contact. The top, if not solid, must be kept clear of material at all times
  - 12.5.5. has a door effective to prevent the contained animal from escape

- 12.6. If reasonable accommodations can be provided for fecal, urinary elimination and exercise for animals outdoors, then an indoor exercise run is not required.
- 12.7. Each run (unless the facility is restricted to cats):
- 12.7.1. is at least 0.75 meters or (2.5 feet) wide, 1.5 meters or (5.0 feet) high and 1.35 square meters or (15 square feet) in area
  - 12.7.2. is constructed so liquid from one run is not accessible to an animal in another run
  - 12.7.3. has a door which does not open onto another run
  - 12.7.4. is well constructed and secure
  - 12.7.5. is well ventilated
  - 12.7.6. is maintained in a clean, dry, and sanitary manner
- 12.8. Any outdoor exercise area in which animals are unattended, must provide adequate protection from the elements and is covered by a roof or ceiling of solid and fluid impervious material.
- 12.9. For the purpose of feeding confined animals, the facility contains,
- 12.9.1. a dry area for the storage of food,
  - 12.9.2. containers and utensils for feeding and watering animals that are made of readily sanitized material or are disposable.
- 12.10. The food storage area contains sufficient quantity and variety of food to feed nutritiously the reasonably expected number and variety of confined animals.
- 12.11. The facility contains:
- 12.11.1. equipment and materials for minor grooming of animals, including a sink or tub, dryer, and brushes
  - 12.11.2. equipment and materials for applying disinfectants to compartments
  - 12.11.3. material for clean, dry bedding
  - 12.11.4. blankets or towels for the prevention of heat loss
  - 12.11.5. equipment and materials for identifying animals and their compartments
  - 12.11.6. cat litter and litter trays if cats are expected for treatment
  - 12.11.7. containers for waste from confinement areas
- 12.12. Partitions between runs are at least 1.5 meters (5.0 feet) high and are solid from the floor up to a height of at least 1.2 metres (4.0 feet) to prevent nose-to-nose contact between animals in adjacent runs.

## Part 13.0 Necropsy

### 13. Necropsy

- 13.1. Unless records kept at the facility demonstrate a regular pattern of transferal for necropsy to another member, the facility contains an area that can be used for the performance of necropsy.

If yes,

- 13.2. The necropsy area contains or has readily available at least one of each of the following:
- 13.2.1. knives
  - 13.2.2. scalpels
  - 13.2.3. scissors
  - 13.2.4. bone cutters or saws
  - 13.2.5. forceps
  - 13.2.6. gloves
  - 13.2.7. specimen containers

## Part 14.0 Facility Maintenance

### 14. Facility Maintenance

- 14.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 14.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area, and the area around the building are free of impediments and obstructions.
- 14.3. The floors and walls throughout the entire facility are readily sanitized.
- 14.4. Animal remains are disposed of within 24 hours unless frozen.

## Part 15.0 Safety

### 15. Safety

- 15.1. Clear written instructions for the evacuation of animals and staff from the facility in case of fire or other emergency are posted prominently.
- 15.2. There is a source of emergency lighting in the facility, e.g., large flashlight.
- 15.3. Emergency telephone numbers for police, fire department, hospital and poison-control centre are posted.
- 15.4. Doors and windows are self-closing or otherwise secured to prevent the escape or theft of animals and the theft of drugs.
- 15.5. There is adequate exterior illumination of entrances, walkways, and parking areas.
- 15.6. The facility contains at least one readily accessible all-purpose fire extinguisher.
- 15.7. The facility contains an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, as well as personal protective equipment.
- 15.N. The facility is expected to comply with the current local municipal, provincial and federal legislation.

## TITLE 2. COMPANION ANIMAL OFFICE

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a companion animal office.

### Part 1.0 General

#### 1. General

- 1.1. The facility,
  - 1.1.1. is self-contained,
  - 1.1.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway, or mall.
- 1.2. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.3. The facility is not, and does not appear to be, associated with, or operated in connection with another enterprise.
  - 1.3.N. Standards 1.2 and 1.3 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.5. There is a written agreement between the member or members who own or lease the facility and the member or members who own or lease an accredited companion animal hospital in close geographical proximity to the facility.
  - 1.5.N. No agreement is necessary if the member or members who own or lease the facility also own or lease an accredited companion animal hospital in close geographical proximity to the facility.
- 1.6. The written agreement provides that the member or members who own or lease the companion animal hospital, or his, her or their associates, will provide the services for animals referred to him, her, or them by a member practicing in the companion animal office for radiology, surgery and hospitalization.

### Part 2.0 Records

#### 2. Records

- 2.1. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (5), (6), and (7) include the following provisions:
- 2.2. The record for each companion animal contains:



- 2.2.1. patient identification, including species, breed, colour, age and sex
- 2.2.2. client's name, address, and telephone numbers
- 2.2.3. if the client is likely to be absent from his or her address while the animal is confined with the member, the name, address, and telephone number of a person to be contacted in case of an emergency
- 2.2.4. date of each time that the member sees the animal
- 2.2.5. history of the animal's health, including a record of vaccinations
- 2.2.6. the animal's current weight
- 2.2.7. particulars of each assessment, including physical examination data and diagnostic investigation performed or ordered by the member and the results of each assessment
- 2.2.8. a note of any professional advice given regarding the animal and an indication of when and to whom the advice was given if other than the client
- 2.2.9. all medical or surgical treatments and procedures used, dispensed, prescribed, or performed by or at the direction of the member, including the name, strength, dose and quantity of any drugs.
  - 2.2.9.1. One of the following with respect to each surgical treatment:
    - 2.2.9.1.1. written consent to the surgical treatment signed by or on behalf of the owner of the animal,
    - 2.2.9.1.2. a note that the owner of the animal or a person on the owner's behalf consented orally to the surgical treatment, and the reason why the consent was not in writing,
    - 2.2.9.1.3. a note that neither the owner of the animal nor anyone on the owner's behalf was available to consent to the surgical treatment, and the reason why, in the member's opinion, it was medically advisable to conduct the surgical treatment.
- 2.2.10. a copy of all reports prepared by the member in respect of the animal
- 2.2.11. final assessment of the animal
- 2.2.12. fees and charges, showing separately those for drugs and those for advice or other services
- 2.2.13. any additional records required by this Regulation
- 2.2.14. records are legibly written or typewritten
- 2.2.15. records are kept in a systematic manner
- 2.2.16. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
- 2.2.17. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
- 2.2.18. the records required by this section may be made and maintained in an electronic computer system that:
  - 2.2.18.1. Provides a visual display of the recorded information
  - 2.2.18.2. Provides a means of access to the record of each animal by its name or other unique identifier
  - 2.2.18.3. Is capable of printing the recorded information promptly
  - 2.2.18.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
- 2.2.19. The electronic computer system maintains an audit trail that:
  - 2.2.19.1. Records the date and time of each entry of information for each animal
  - 2.2.19.2. Indicates any changes in the recorded information
  - 2.2.19.3. Preserves the original content of the recorded information when changed or updated
  - 2.2.19.4. Is capable of being printed separately from the recorded information of each animal
- 2.2.20. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.

- 2.2.21. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
- 2.2.22. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.
- 2.3. The facility contains consent-to-surgery forms for execution by clients, and there is evidence that the forms are used and maintained in the animal's medical record.
- 2.4. Informed written consent must be obtained from the client when a member, or his or her auxiliary, must transport an animal or animals between accredited facilities.

## Part 3.0 Library

### 3. Library

- 3.1. The facility contains:
  - 3.1.1. 1 or more veterinary reference textbooks published within the prior three years on basic topics in companion animal medicine or surgery (such as diagnosis, therapy, or surgery)
  - 3.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in companion animal medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
  - 3.1.3. (a) a copy of the *Veterinarians Act* (Bill 39)  
(b) regulations (O.Reg.1093)  
(c) minimum standards  
(d) by-laws under the Act
  - 3.1.4. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*, and the *Controlled Drugs and Substances Act* (Schedules)
  - 3.1.5. a human pharmaceutical reference that is relevant to the Canadian context
  - 3.1.6. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years
  - 3.1.7. a veterinary formulary published within the last three years
- 3.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 4.0 Client Amenities

### 4. Client Amenities

- 4.1. The facility contains a reception area.
  - 4.1.N. The reception area cannot be within the examination room.
- 4.2. The reception area,
  - 4.2.1. is entered directly from the outside of the facility,
  - 4.2.2. contains sufficient seating for the reasonably expected number of clients.
- 4.3. The furniture in the reception area is clean and in good repair.
- 4.4. The facility contains a washroom that can be used by clients.

## Part 5.0 Examination Room

### 5. Examination Room

- 5.1. The facility contains a room for the physical examination of animals.
  - 5.1.N. The examination room may also be used as a treatment area.
- 5.2. The examination room is,
  - 5.2.1. large enough for a veterinarian to examine an animal conveniently with a client present in the area, together with any necessary (and at least one) assistant and the required equipment,
  - 5.2.2. well lit.
- 5.3. The examination room contains,
  - 5.3.1. an examination table, with a readily sanitized, fluid-impervious surface,
  - 5.3.2. a waste receptacle.
- 5.4. The following equipment and supplies are readily available in the facility:
  - 5.4.1. restraint devices such as a leash, muzzle, or safety snare
  - 5.4.2. stethoscope
  - 5.4.3. ophthalmoscope
  - 5.4.4. fluorescein eye-staining strips
  - 5.4.5. otoscope and speculum
  - 5.4.6. alcohol or other disinfectant
  - 5.4.7. thermometer
  - 5.4.8. examination gloves
  - 5.4.9. lubricant
  - 5.4.10. disinfectant for the examination table and applicators for the disinfectant
  - 5.4.11. a weigh scale appropriate to the weights of reasonably expected animals
  - 5.4.12. mechanical device to measure intra-ocular pressure
  - 5.4.13. topical ophthalmic anesthetic drops
  - 5.4.14. microchip scanner capable of reading ISO complaint microchips [ISO 11784/11785][Frequency 134.2kHz]

## Part 6.0 Pharmacy

### 6. Pharmacy

- 6.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 6.2. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 6.2.1. the date of purchase of the drug and, if different, the date the member received the drug
- 6.2.2. the name, strength and quantity of the drug received
- 6.2.3. name and address of the person from whom the drug was purchased
- 6.2.4. purchase price

- 6.2.5. in the case of a controlled substance, ketamine or a targeted drug, the signature of the member who made the purchase and the signature of the person who received it
- 6.3. The member shall retain the written record required for a period of at least 5 years or until the member ceases to practice veterinary medicine, whichever occurs first. (not applicable if a new facility).
- 6.4. If drugs are dispensed from the hospital, the containers in which the drugs are dispensed are marked with:
  - 6.4.1. the name, strength, and quantity of the drug
  - 6.4.2. the date the drug is dispensed
  - 6.4.3. the name and address of the member
  - 6.4.4. the identity of the animal or group of animals for which it is dispensed
  - 6.4.5. the name of the owner of the animal(s)
  - 6.4.6. prescribed directions for use
- 6.5. If controlled substances are dispensed from the hospital, a controlled substances register is kept and contains the following information:
  - 6.5.1. the date the controlled substance is dispensed or administered
  - 6.5.2. the name and address of the client
  - 6.5.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 6.5.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 6.6. All controlled drugs and narcotics are kept in a locked cabinet designed and constructed to ensure the reasonable security of the controlled substances.
- 6.7. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 6.8. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.
- 6.9. Biologics and other drugs requiring refrigeration are kept in a refrigerator.
- 6.10. The facility contains at least one each of the following:
  - 6.10.1. adrenergic/sympathomimetic
  - 6.10.2. anti-cholinergic
  - 6.10.3. analgesic
  - 6.10.4. sedative/tranquilizer
  - 6.10.5. anesthetic: local/regional
  - 6.10.6. anti-inflammatory
  - 6.10.7. anti-microbial for parenteral administration
  - 6.10.8. anti-convulsant for parenteral administration
  - 6.10.9. diuretic
  - 6.10.10. emetic and anti-emetic
  - 6.10.11. replacement fluids for intravenous administration
  - 6.10.12. if narcotics are used, a narcotic reversal agent
  - 6.10.13. biologics for common infectious diseases
  - 6.10.14. injectable calcium
  - 6.10.15. injectable dextrose

6.10.16. Oxytocin.

6.11. There is evidence that an audit of controlled drug inventory is done at least weekly.

## Part 7.0 Diagnostics

### 7. Diagnostics

7.1. The following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:

- 7.1.1. hematology
- 7.1.2. biochemistry
- 7.1.3. immunology
- 7.1.4. cytology
- 7.1.5. microbiology
- 7.1.6. histopathology
- 7.1.7. parasitology

7.2. If there is no evidence of an arrangement, then the facility must contain:

- 7.2.1. microscope, microscope slides and cover slips
- 7.2.2. centrifuge and centrifuge tubes
- 7.2.3. microhematocrit centrifuge, microhematocrit capillary tubes and tube sealant. If the facility contains a hematology analyzer that is capable of performing a hematocrit without prior centrifuging, then this equipment is not required
- 7.2.4. refractometer
- 7.2.5. urinalysis test strip or tablet reagents or both
- 7.2.6. staining solutions and chemicals for blood, urine, and cytology examinations
- 7.2.7. forms for recording laboratory test results

7.2.N. The centrifuges required by items 7.2.2 and 7.2.3 may be the same if the machine is suitable for both types of functions.

7.3. Electrocardiography can be performed within the facility or there is evidence of an arrangement that electrocardiography is performed by a member in another facility in close geographical proximity to the facility or by a diagnostic service or there is a suitable combination for the performance of electrocardiography.

7.4. Where a facility performs in-house laboratory testing, the facility must demonstrate evidence that internal and external controls are run with sufficient frequency that results can be accepted as accurate.

## Part 8.0 Diagnostic Imaging

### 8. Diagnostic Imaging

8.1. Since radiology is not performed in the facility, the facility does not contain items that would allow the taking or developing of x-rays.

## Part 9.0 Treatment Area

### 9. Treatment Area

#### 9.1. The facility contains,

- 9.1.1. one or more treatment areas which can be used for preparing animals, for performing minor surgery, and providing medical treatment.

9.1.N. The treatment area is separate from the reception area but may be part of the examination room.

#### 9.1.2. each treatment area contains:

- 9.1.2.1. a table large enough for treatment of an animal, with a readily sanitized, fluid-impervious surface,
- 9.1.2.2. a drained sink with hot and cold running water.

#### 9.2. Each such area is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment.

#### 9.3. The treatment area contains or has readily available within the facility:

- 9.3.1. electric hair clippers and a fine surgical blade or a razor for hair removal
- 9.3.2. vacuum cleaner or a central vacuum with an outlet in the treatment area
- 9.3.3. preparations for cleansing skin and other tissue prior to treatment, including a skin cleaning solvent and an antiseptic skin preparation solution
- 9.3.4. a tray or container of fresh cold sterilization solution or sterilized packs containing at least one of each of:
  - 9.3.4.1. scalpel handles (not required if sterile disposable scalpels are used)
  - 9.3.4.2. scissors
  - 9.3.4.3. suture needles
  - 9.3.4.4. needle drivers
  - 9.3.4.5. thumb forceps
  - 9.3.4.6. hemostatic forceps
- 9.3.5. sterile gauze sponges
- 9.3.6. absorbable and non-absorbable sterile suture material
- 9.3.7. sterile intravenous catheters and administration sets
- 9.3.8. sterile urinary catheters
- 9.3.9. intravenous stand or equivalent
- 9.3.10. drainage tubes, irrigation solutions and irrigation application supplies
- 9.3.11. sterile needles and syringes
- 9.3.12. cotton, gauze, bandages, tapes, and splints
- 9.3.13. sufficient quantity of stomach tubes
- 9.3.14. sterile scalpel blades
- 9.3.15. intravenous fluid pump
- 9.3.16. mobile light source

#### 9.4. If sterilized packs are used instead of cold sterilization in 9.3.4, then the facility must contain a steam sterilizer, or the written agreement required by standards 1.5 and 1.6 includes use of the steam sterilizer at the companion animal hospital.

#### 9.5. The facility has a supply of oxygen and the means to administer the oxygen.

## Part 10.0 Anaesthesia

### 10. Anaesthesia

- 10.1. The facility does not contain any agent capable of inducing general anaesthesia other than for the treatment of emergency or critical conditions, such as strychnine poisoning or epileptic seizures, where anaesthesia is indicated.

## Part 11.0 Operating Room

### 11. Operating Room

- 11.1. The facility does not contain an operating room.

## Part 12.0 Confinement

### 12. Confinement

- 12.1. There are one or more indoor areas for the confinement of animals in compartments.
- 12.2. Each confinement area,
  - 12.2.1. is constructed of readily sanitized, fluid-impervious material,
  - 12.2.2. is well lit,
  - 12.2.3. has adequate air circulation in it.
- 12.3. The facility contains enough compartments to accommodate the reasonably expected number of confined animals.
- 12.4. The compartments are large enough to accommodate comfortably animals of the reasonably expected sizes.
- 12.5. Each compartment:
  - 12.5.1. allows adequate amounts of air to circulate within it
  - 12.5.2. is secure and solidly constructed
  - 12.5.3. permits easy observation of the animal
  - 12.5.4. has 5 sides constructed of a solid, readily sanitized, fluid-impervious material, or, has a bottom and three sides constructed of solid, readily sanitized, fluid-impervious material and a top constructed to prevent escape and animal to animal contact. The top, if not solid, must be kept clear of material at all times
  - 12.5.5. has a door effective to prevent the contained animal from escape
- 12.6. If reasonable accommodations can be provided for fecal, urinary elimination and exercise for animals outdoors, then an indoor exercise run is not required.
- 12.7. If an indoor exercise run is present, the run shall meet the following requirements:
  - 12.7.1. is at least 0.75 meters or (2.5 feet) wide, 1.5 meters or (5.0 feet) high and 1.35 square meters or (15 square feet) in area
  - 12.7.2. is constructed so liquid from one run is not accessible to an animal in another run
  - 12.7.3. has a door which does not open onto another run
  - 12.7.4. is well constructed and secure
  - 12.7.5. is well ventilated

- 12.7.6. is maintained in a clean, dry, and sanitary manner
- 12.8. Any outdoor exercise area in which animals are unattended, must provide adequate protection from the elements and is covered by a roof or ceiling of solid and fluid impervious material.
- 12.9. For the purpose of feeding confined animals, the facility contains,
  - 12.9.1. a dry area for the storage of food,
  - 12.9.2. containers and utensils for feeding and watering animals that are made of readily sanitized material or are disposable.
- 12.10. The food storage area contains sufficient quantity and variety of food to feed nutritiously the reasonably expected number and variety of confined animals.
- 12.11. The facility contains:
  - 12.11.1. equipment and materials for minor grooming of animals, including a sink or tub, dryer, and brushes
  - 12.11.2. equipment and materials for applying disinfectants to compartments
  - 12.11.3. material for clean, dry bedding
  - 12.11.4. blankets or towels for the prevention of heat loss
  - 12.11.5. equipment and materials for identifying animals and their compartments
  - 12.11.6. cat litter and litter trays if cats are expected for treatment
  - 12.11.7. containers for waste from confinement areas
- 12.12. If there is an indoor run, then partitions between runs are at least 1.5 meters (5.0 feet) high and are solid from the floor up to a height of at least 1.2 metres (4.0 feet) to prevent nose-to-nose contact between animals in adjacent runs.

## Part 13.0 Necropsy

### 13. Necropsy

- 13.1. Unless records kept at the facility demonstrate a regular pattern of transferal for necropsy to another member, the facility contains an area that can be used for the performance of necropsy.

If yes,

- 13.2. The necropsy area contains or has readily available at least one of each of the following:
  - 13.2.1. knives
  - 13.2.2. scalpels
  - 13.2.3. scissors
  - 13.2.4. bone cutters or saws
  - 13.2.5. forceps
  - 13.2.6. gloves
  - 13.2.7. specimen containers



## Part 14.0 Facility Maintenance

### 14. Facility Maintenance

- 14.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 14.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area, and the area around the building are free of impediments and obstructions.
- 14.3. The floors and walls throughout the entire facility are readily sanitized.
- 14.4. Animal remains are disposed of within 24 hours unless frozen.

## Part 15.0 Safety

### 15. Safety

- 15.1. Clear written instructions for the evacuation of animals and staff from the facility in case of fire or other emergency are posted prominently.
- 15.2. There is a source of emergency lighting in the facility, e.g. large flashlight.
- 15.3. Emergency telephone numbers for police, fire department, hospital and poison-control centre are posted.
- 15.4. Doors and windows are self-closing or otherwise secured to prevent the escape or theft of animals and the theft of drugs.
- 15.5. There is adequate exterior illumination of entrances, walkways, and parking areas.
- 15.6. The facility contains at least one readily accessible all-purpose fire extinguisher.
- 15.7. The facility contains an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, as well as personal protective equipment.
- 15.N. The facility is expected to comply with the current local municipal, provincial and federal legislation.

## TITLE 3. COMPANION ANIMAL MOBILE OFFICE

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a companion animal mobile office.

### Part 1.0 General

#### 1. General

- 1.1. The facility,
  - 1.1.1. is self-contained,,
  - 1.1.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway, or mall.
- 1.2. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.3. The facility is not, and does not appear to be, associated with, or operated in connection with another enterprise.
  - 1.3.N. Standards 1.2 and 1.3 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.5. The facility is readily mobile from one service location to another.
- 1.6. There is a written agreement between the member or members who own or lease the facility and the member or members who own or lease an accredited companion animal hospital in close geographical proximity to the facility.
  - 1.6.N. No agreement is necessary if the member or members who own or lease the facility also own or lease an accredited companion animal hospital in close geographical proximity to the facility.
- 1.7. The written agreement provides that the member or members who own or lease the companion animal hospital, or his, her or their associates, will provide the services for animals referred to him, her, or them by a member practicing in the companion animal mobile office for radiology, surgery and hospitalization.
- 1.8. The facility has artificial illumination that is sufficient for the performance of the services permitted to be performed in such a facility.

## Part 2.0 Records

### 2. Records

- 2.1. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (5), (6), and (7) include the following provisions:

The record for each companion animal contains:

- 2.1.1. patient identification, including species, breed, colour, age and sex
- 2.1.2. client's name, address, and telephone numbers
- 2.1.3. if the client is likely to be absent from his or her address while the animal is confined with the member, the name, address, and telephone number of a person to be contacted in case of an emergency
- 2.1.4. date of each time that the member sees the animal
- 2.1.5. history of the animal's health, including a record of vaccinations
- 2.1.6. the animal's current weight
- 2.1.7. particulars of each assessment, including physical examination data and diagnostic investigation performed or ordered by the member and the results of each assessment
- 2.1.8. a note of any professional advice given regarding the animal and an indication of when and to whom the advice was given if other than the client
- 2.1.9. all medical or surgical treatments and procedures used, dispensed, prescribed, or performed by or at the direction of the member, including the name, strength, dose and quantity of any drugs.
  - 2.1.9.1. One of the following with respect to each surgical treatment:
    - 2.1.9.1.1. written consent to the surgical treatment signed by or on behalf of the owner of the animal,
    - 2.1.9.1.2. a note that the owner of the animal or a person on the owner's behalf consented orally to the surgical treatment, and the reason why the consent was not in writing,
    - 2.1.9.1.3. a note that neither the owner of the animal nor anyone on the owner's behalf was available to consent to the surgical treatment, and the reason why, in the member's opinion, it was medically advisable to conduct the surgical treatment.
- 2.1.10. a copy of all reports prepared by the member in respect of the animal
- 2.1.11. final assessment of the animal
- 2.1.12. fees and charges, showing separately those for drugs and those for advice or other services
- 2.1.13. any additional records required by this Regulation
- 2.1.14. records are legibly written or typewritten
- 2.1.15. records are kept in a systematic manner
- 2.1.16. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
- 2.1.17. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
- 2.1.18. the records required by this section may be made and maintained in an electronic computer system that:
  - 2.1.18.1. Provides a visual display of the recorded information
  - 2.1.18.2. Provides a means of access to the record of each animal by its name or other unique identifier
  - 2.1.18.3. Is capable of printing the recorded information promptly

- 2.1.18.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
- 2.1.19. The electronic computer system maintains an audit trail that:
  - 2.1.19.1. Records the date and time of each entry of information for each animal
  - 2.1.19.2. Indicates any changes in the recorded information
  - 2.1.19.3. Preserves the original content of the recorded information when changed or updated
  - 2.1.19.4. Is capable of being printed separately from the recorded information of each animal
- 2.1.20. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
- 2.1.21. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
- 2.1.22. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.

## Part 3.0 Library

### 3. Library

- 3.1. The facility contains:
  - 3.1.1. 1 or more veterinary reference textbooks published within the prior three years on basic topics in companion animal medicine or surgery (such as diagnosis, therapy, or surgery)
  - 3.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in companion animal medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
  - 3.1.3. (a) a copy of the *Veterinarians Act* (Bill 39)  
(b) regulations (O.Reg.1093)  
(c) minimum standards  
(d) by-laws under the Act
  - 3.1.4. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*, *Health Disciplines Act* (O.Reg.551)
  - 3.1.5. a human pharmaceutical reference that is relevant to the Canadian context
  - 3.1.6. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years
  - 3.1.7. a veterinary formulary published within the last three years
- 3.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 4.0 Client Amenities

### 4. Client Amenities

- 4.1. The facility need not contain a reception area or a washroom.

## Part 5.0 Examination Area

### 5. Examination Area

- 5.1. The facility contains an area for the physical examination of animals.
  - 5.1.N. The examination area may also be used as a treatment area.
- 5.2. The examination area is,
  - 5.2.1. large enough for a veterinarian to examine an animal conveniently with a client present in the area, together with any necessary (and at least one) assistant and the required equipment,
  - 5.2.2. well lit.
- 5.3. The examination area contains:
  - 5.3.1. an examination table, with a readily sanitized, fluid-impervious surface,
  - 5.3.2. a waste receptacle.
- 5.4. The following equipment and supplies are readily available in the facility;
  - 5.4.1. restraint devices such as a leash, muzzle, or safety snare
  - 5.4.2. stethoscope
  - 5.4.3. ophthalmoscope
  - 5.4.4. fluorescein eye-staining strips
  - 5.4.5. otoscope and speculum
  - 5.4.6. alcohol or other disinfectant
  - 5.4.7. thermometer
  - 5.4.8. examination gloves
  - 5.4.9. lubricant
  - 5.4.10. disinfectant for the examination table and applicators for the disinfectant,
  - 5.4.11. a weigh scale appropriate to the weights of reasonably expected animals
  - 5.4.12. mechanical device to measure intra-ocular pressure
  - 5.4.13. topical ophthalmic anesthetic drops
  - 5.4.14. microchip scanner capable of reading ISO compliant microchips [ISO 11784/11785][Frequency 134.2 kHz].

## Part 6.0 Pharmacy

### 6. Pharmacy

- 6.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 6.2. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of every drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 6.2.1. the date of purchase of the drug and, if different, the date the member received the drug
- 6.2.2. the name, strength and quantity of the drug received
- 6.2.3. name and address of the person from whom the drug was purchased
- 6.2.4. purchase price

- 6.2.5. in the case of a controlled substance the signature of the member who made the purchase and the signature of the person who received it
- 6.3. The member shall retain the written record required for a period of at least 5 years or until the member ceases to practice veterinary medicine, whichever occurs first. (not applicable if a new facility).
- 6.4. If drugs are dispensed from the facility, the containers in which the drugs are dispensed are marked with:
  - 6.4.1. the name, strength, and quantity of the drug
  - 6.4.2. the date the drug is dispensed
  - 6.4.3. the name and address of the member
  - 6.4.4. the identity of the animal or group of animals for which it is dispensed
  - 6.4.5. the name of the owner of the animal(s)
  - 6.4.6. prescribed directions for use
- 6.5. If controlled substances are dispensed from the facility, a controlled substances register is kept and contains the following information:
  - 6.5.1. the date the controlled substance is dispensed or administered
  - 6.5.2. the name and address of the client
  - 6.5.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 6.5.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 6.6. All controlled drugs and narcotics are kept in a locked cabinet designed and constructed to ensure the reasonable security of the controlled substances.
- 6.7. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 6.8. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.
- 6.9. Biologics and other drugs requiring refrigeration are kept in a refrigerator.
- 6.10. The facility contains at least one each of the following:
  - 6.10.1. adrenergic/sympathomimetic
  - 6.10.2. anti-cholinergic
  - 6.10.3. analgesic
  - 6.10.4. sedative/tranquilizer
  - 6.10.5. anesthetic: local/regional
  - 6.10.6. anti-inflammatory
  - 6.10.7. anti-microbial for parenteral administration
  - 6.10.8. anti-convulsant for parenteral administration
  - 6.10.9. diuretic
  - 6.10.10. emetic and anti-emetic
  - 6.10.11. replacement fluids for intravenous administration
  - 6.10.12. if narcotics are used, a narcotic reversal agent
  - 6.10.13. biologics for common infectious diseases
  - 6.10.14. injectable calcium
  - 6.10.15. injectable dextrose

6.10.16. Oxytocin.

6.11. There is evidence that an audit of controlled drug inventory is done at least weekly.

## Part 7.0 Diagnostics

### 7. Diagnostics

7.1. The following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:

- 7.1.1. hematology
- 7.1.2. biochemistry
- 7.1.3. immunology
- 7.1.4. cytology
- 7.1.5. microbiology
- 7.1.6. histopathology
- 7.1.7. parasitology

7.2. If there is no evidence of an arrangement, then the facility must contain:

- 7.2.1. microscope, microscope slides and cover slips
- 7.2.2. centrifuge and centrifuge tubes
- 7.2.3. microhematocrit centrifuge, microhematocrit capillary tubes and tube sealant. If the facility contains a hematology analyzer that is capable of performing a hematocrit without prior centrifuging, then this equipment is not required
- 7.2.4. refractometer
- 7.2.5. urinalysis test strip or tablet reagents or both
- 7.2.6. staining solutions and chemicals for blood, urine, and cytology examinations
- 7.2.7. forms for recording laboratory test results

7.2.N. The centrifuges required by items 7.2.2 and 7.2.3 may be the same if the machine is suitable for both types of functions.

7.3. Electrocardiography can be performed within the facility or there is evidence of an arrangement that electrocardiography is performed by a member in another facility in close geographical proximity to the facility or by a diagnostic service or there is a suitable combination for the performance of electrocardiography.

7.4. Where a facility performs in-house laboratory testing, the facility must demonstrate evidence that internal and external controls are run with sufficient frequency that results can be accepted as accurate.

## Part 8.0 Diagnostic Imaging

### 8. Diagnostic Imaging

8.1. Since radiology is not performed in the facility, the facility does not contain items that would allow the taking or developing of x-rays.

## Part 9.0 Treatment Area

### 9. Treatment Area

#### 9.1. The facility contains,

- 9.1.1. one or more treatment areas which can be used for preparing animals, for performing minor surgery, and providing medical treatment.

- 9.1.N. The treatment area is separate from the reception area but may be part of the examination room.

- 9.1.2. Each treatment area contains,

- 9.1.2.1. a table large enough for treatment of an animal, with a readily sanitized, fluid-impervious surface,
  - 9.1.2.2. a drained sink with hot and cold running water.

#### 9.2. Each such area is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment.

#### 9.3. The treatment area contains or has readily available within the facility:

- 9.3.1. electric hair clippers and a fine surgical blade or a razor for hair removal
- 9.3.2. preparations for cleansing skin and other tissue prior to treatment, including a skin cleaning solvent and an antiseptic skin preparation solution
- 9.3.3. a tray or container of fresh cold sterilization solution or sterilized packs containing at least one of each of:
  - 9.3.3.1. scalpel handles (not required if sterile disposable scalpels are used)
  - 9.3.3.2. scissors
  - 9.3.3.3. suture needles
  - 9.3.3.4. needle driver
  - 9.3.3.5. thumb forceps
  - 9.3.3.6. hemostatic forceps
- 9.3.4. sterile gauze sponges
- 9.3.5. absorbable and non-absorbable sterile suture material
- 9.3.6. sterile intravenous catheters and administration sets
- 9.3.7. sterile urinary catheters
- 9.3.8. intravenous stand or equivalent
- 9.3.9. drainage tubes, irrigation solutions and irrigation application supplies
- 9.3.10. sterile needles and syringes
- 9.3.11. cotton, gauze, bandages, tapes, and splints
- 9.3.12. sufficient quantity of stomach tubes
- 9.3.13. sterile scalpel blades
- 9.3.14. intravenous fluid pump
- 9.3.15. mobile light source

#### 9.4. The facility has a supply of oxygen and the means to administer the oxygen.

#### 9.5. If sterilized packs are used instead of cold sterilization, then the facility must contain a steam sterilizer, or the written agreement required by Standards 1.6 and 1.7 must include the provision for use of a steam sterilizer at the companion animal hospital.



## Part 10.0 Anaesthesia

### 10. Anaesthesia

- 10.1. The facility does not contain any agent capable of inducing general anaesthesia other than for the treatment of emergency or critical conditions, such as strychnine poisoning or epileptic seizures, where anaesthesia is indicated.

## Part 11.0 Operating Room

### 11. Operating Room

- 11.1. The facility does not contain an operating room.

## Part 12.0 Confinement

### 12. Confinement

- 12.1. There are one or more indoor areas for the confinement of animals in compartments.
- 12.2. Each confinement area,
  - 12.2.1. is constructed of readily sanitized, fluid-impervious material,
  - 12.2.2. is well lit,
  - 12.2.3. has adequate air circulation in it.
- 12.3. The facility contains enough compartments to accommodate the reasonably expected number of confined animals.
- 12.4. The compartments are large enough to accommodate comfortably animals of the reasonably expected sizes.
- 12.5. Each compartment:
  - 12.5.1. allows adequate amounts of air to circulate within it
  - 12.5.2. is secure and solidly constructed
  - 12.5.3. permits easy observation of the animal
  - 12.5.4. has 5 sides constructed of a solid, readily sanitized, fluid-impervious material, or, has a bottom and three sides constructed of solid, readily sanitized, fluid-impervious material and a top constructed to prevent escape and animal to animal contact. The top, if not solid, must be kept clear of material at all times
  - 12.5.5. has a door effective to prevent the contained animal from escape
- 12.6. If reasonable accommodations can be provided for fecal, urinary elimination and exercise for animals outdoors, then an indoor exercise run is not required.
  - 12.6N. The facility need not contain a run but, if the facility contains an area for exercising and holding confined animals, compliance with Standards 12.7, 12.8 and 12.12 inclusive are required.
- 12.7. If yes, then the facility contains at least one large run i.e., indoor exercise which (unless the facility is restricted to cats):
  - 12.7.1. is at least 0.75 meters or (2.5 feet) wide, 1.5 meters or (5.0 feet) high and 1.35 square meters or (15 square feet) in area

- 12.7.2. is constructed so liquid from one run is not accessible to an animal in another run
  - 12.7.3. has a door which does not open onto another run
  - 12.7.4. is well constructed and secure
  - 12.7.5. is well ventilated
  - 12.7.6. is maintained in a clean, dry, and sanitary manner
- 12.8. Any outdoor exercise area in which animals are unattended, must provide adequate protection from the elements and is covered by a roof or ceiling of solid and fluid impervious material.
- 12.9. For the purpose of feeding confined animals, the facility contains,
- 12.9.1. a dry area for the storage of food,
  - 12.9.2. containers and utensils for feeding and watering animals that are made of readily sanitized material or are disposable.
- 12.10. The food storage area contains sufficient quantity and variety of food to feed nutritiously the reasonably expected number and variety of confined animals.
- 12.11. The facility contains:
- 12.11.1. equipment and materials for minor grooming of animals, including a sink or tub, dryer, and brushes
  - 12.11.2. equipment and materials for applying disinfectants to compartments
  - 12.11.3. material for clean, dry bedding
  - 12.11.4. blankets or towels for the prevention of heat loss
  - 12.11.5. equipment and materials for identifying animals and their compartments
  - 12.11.6. cat litter and litter trays if cats are expected for treatment
  - 12.11.7. containers for waste from confinement areas
- 12.12. Partitions between runs are at least 1.5 meters (5.0 feet) high and are solid from the floor up to a height of at least 1.2 meters (4.0 feet) to prevent nose-to-nose contact between animals in adjacent runs.

## Part 13.0 Necropsy

### 13. Necropsy

- 13.1. Unless records kept at the facility demonstrate a regular pattern of transfer for necropsy to another member, the facility contains an area that can be used for the performance of necropsy.

If yes,

- 13.2. The necropsy area contains or has readily available at least one of each of the following:
- 13.2.1. knives
  - 13.2.2. scalpels
  - 13.2.3. scissors
  - 13.2.4. bone cutters or saws
  - 13.2.5. forceps
  - 13.2.6. gloves
  - 13.2.7. specimen containers

## Part 14.0 Facility Maintenance

### 14. Facility Maintenance

- 14.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 14.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area, and the area around the building are free of impediments and obstructions.
- 14.3. The floors and walls throughout the entire facility are readily sanitized.
- 14.4. Animal remains are disposed of within 24 hours unless frozen.

## Part 15.0 Safety

### 15. Safety

- 15.1. Clear written instructions for the evacuation of animals and staff from the facility in case of fire or other emergency are posted prominently.
- 15.2. There is a source of emergency lighting in the facility, e.g., large flashlight.
- 15.3. Emergency telephone numbers for police, fire department, hospital and poison-control centre are posted.
- 15.4. Doors and windows are self-closing or otherwise secured to prevent the escape or theft of animals and the theft of drugs.
- 15.5. There is adequate exterior illumination of entrances, walkways, and parking areas.
- 15.6. The facility contains at least one readily accessible all-purpose fire extinguisher.
- 15.7. The facility contains an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, as well as personal protective equipment.
- 15.N. The facility is expected to comply with the current local municipal, provincial and federal legislation.

## TITLE 4. COMPANION ANIMAL MOBILE

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a companion animal mobile.

### Part 1.0 General

#### 1. General

- 1.1. The facility is composed of,
  - 1.1.1. a stationary element (“base unit”),
  - 1.1.2. one or more elements that are readily mobile from one service to another (“mobile unit”).
- 1.2. The facility,
  - 1.2.1. is self-contained,
  - 1.2.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway, or mall.

1.2.N. If the base unit is part of the owner’s/director’s primary residence, then standard 1.2 does not apply.
- 1.3. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.4. The facility is not, and does not appear to be, associated with, or operated in connection with another enterprise.

1.4.N. Standards 1.3 and 1.4 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
- 1.5. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.5.1. where animals are bought or sold,
  - 1.5.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.6. There is a written agreement between the member or members who own or lease the facility and the member or members who own or lease an accredited companion animal hospital within the geographical area usually served by the mobile unit.

1.6.N. No agreement is necessary if the member or members who own or lease the facility also own or lease an accredited companion animal hospital within the geographical area usually served by the facility.
- 1.7. The written agreement provides that the member or members who own or lease the companion animal hospital, or his, her or their associates, will provide the services for animals referred to him, her, or them by a member practicing in the facility for radiology, surgery, and hospitalization.
- 1.8. The contents of the mobile unit are organized so that they can be obtained readily for efficient service.

- 1.9. The mobile unit is operated from, and in association with, only the base unit.

## Part 2.0 Records

### 2. Records

- 2.1. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (5), (6), and (7) include the following provisions:

The record for each companion animal contains:

- 2.1.1. patient identification, including species, breed, colour, age and sex
- 2.1.2. client's name, address, and telephone numbers
- 2.1.3. if the client is likely to be absent from his or her address while the animal is confined with the member, the name, address, and telephone number of a person to be contacted in case of an emergency
- 2.1.4. date of each time that the member sees the animal
- 2.1.5. history of the animal's health, including a record of vaccinations
- 2.1.6. the animal's current weight
- 2.1.7. particulars of each assessment, including physical examination data and diagnostic investigations performed or ordered by the member and the results of each assessment
- 2.1.8. a note of any professional advice given regarding the animal and an indication of when and to whom the advice was given if other than the client
- 2.1.9. all medical or surgical treatments and procedures used, dispensed, prescribed, or performed by or at the direction of the member, including the name, strength, dose and quantity of any drugs.
  - One of the following with respect to each surgical treatment:
    - 2.1.9.1. written consent to the surgical treatment signed by or on behalf of the owner of the animal,
    - 2.1.9.2. a note that the owner of the animal or a person on the owner's behalf consented orally to the surgical treatment, and the reason why the consent was not in writing,
    - 2.1.9.3. a note that neither the owner of the animal nor anyone on the owner's behalf was available to consent to the surgical treatment, and the reason why, in the member's opinion, it was medically advisable to conduct the surgical treatment.
- 2.1.10. a copy of all reports prepared by the member in respect of the animal
- 2.1.11. final assessment of the animal
- 2.1.12. fees and charges, showing separately those for drugs and those for advice or other services
- 2.1.13. any additional records required by this Regulation
- 2.1.14. records are legibly written or typewritten
- 2.1.15. records are kept in a systematic manner
- 2.1.16. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
- 2.1.17. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
- 2.1.18. the records required by this section may be made and maintained in an electronic computer system that:
  - 2.1.18.1. Provides a visual display of the recorded information

- 2.1.18.2. Provides a means of access to the record of each animal by its name or other unique identifier
  - 2.1.18.3. Is capable of printing the recorded information promptly
  - 2.1.18.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
  - 2.1.19. The electronic computer system maintains an audit trail that:
    - 2.1.19.1. Records the date and time of each entry of information for each animal
    - 2.1.19.2. Indicates any changes in the recorded information
    - 2.1.19.3. Preserves the original content of the recorded information when changed or updated
    - 2.1.19.4. Is capable of being printed separately from the recorded information of each animal
  - 2.1.20. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
  - 2.1.21. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
  - 2.1.22. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.
- 2.2. The records are readily retrievable to the mobile unit.

## Part 3.0 Library

### 3. Library

- 3.1. The facility contains:
- 3.1.1. 1 or more veterinary reference publications published within the prior three years on basic topics in companion animal medicine or surgery (such as diagnosis, therapy, or surgery)
  - 3.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in companion animal medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
  - 3.1.3. (a) a copy of the *Veterinarians Act* (Bill 39)  
(b) regulations (O.Reg.1093)  
(c) minimum standards  
(d) by-laws under the Act
  - 3.1.4. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*, and the *Controlled Drugs and Substances Act* (Schedules)
  - 3.1.5. a human pharmaceutical reference that is relevant to the Canadian context
  - 3.1.6. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years
  - 3.1.7. a veterinary formulary published within the last three years
- 3.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 4.0 Examination Area

### 4. Examination Area

- 4.1. The mobile unit contains a waste receptacle.
- 4.2. The following equipment or supplies are readily available in the mobile unit:
  - 4.2.1. restraint devices such as a leash, a muzzle or safety snare
  - 4.2.2. stethoscope
  - 4.2.3. ophthalmoscope
  - 4.2.4. fluorescein eye-staining strips
  - 4.2.5. otoscope and speculum
  - 4.2.6. alcohol or other disinfectant
  - 4.2.7. thermometer
  - 4.2.8. examination gloves
  - 4.2.9. lubricant
  - 4.2.10. disinfectant for examination surfaces and applicators for the disinfectant
  - 4.2.11. examination light
  - 4.2.12. mechanical device to measure intra-ocular pressure
  - 4.2.13. topical ophthalmic anesthetic drops
  - 4.2.14. microchip scanner capable of reading ISO compliant microchips [ISO 11784/11785][Frequency 134.2 kHz]

## Part 5.0 Pharmacy

### 5. Pharmacy

- 5.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 5.2. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

  - 5.2.1. the date of purchase of the drug and, if different, the date the member received the drug
  - 5.2.2. the name, strength and quantity of the drug received
  - 5.2.3. name and address of the person from whom the drug was purchased
  - 5.2.4. purchase price
  - 5.2.5. in the case of a controlled substance, ketamine or a targeted drug, the signature of the member who made the purchase and the signature of the person who received it.
- 5.3. The member shall retain the written record required for a period of at least 5 years or until the member ceases to practice veterinary medicine, whichever occurs first. (not applicable if a new facility).
- 5.4. If drugs are dispensed from the facility, the containers in which the drugs are dispensed are marked with:
  - 5.4.1. the name, strength, and quantity of the drug
  - 5.4.2. the date the drug is dispensed
  - 5.4.3. the name and address of the member

- 5.4.4. the identity of the animal or group of animals for which it is dispensed
  - 5.4.5. the name of the owner of the animal(s)
  - 5.4.6. prescribed directions for use
- 5.5. If controlled substances are dispensed from the facility, a controlled substances register is kept and contains the following information;
- 5.5.1. the date the controlled substance is dispensed or administered
  - 5.5.2. the name and address of the client
  - 5.5.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 5.5.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 5.6. All controlled drugs and narcotics are kept in a locked cabinet designed and constructed to ensure the reasonable security of the controlled substances.
- 5.7. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 5.8. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.
- 5.9. Biologics and other drugs in the base unit requiring refrigeration are kept in a refrigerator and, in the mobile, are kept in a device adequate to maintain the temperature recommended by the manufacturer of the biologic or other drug.
- 5.10. The facility contains at least one each of the following;
- 5.10.1. adrenergic/sympathomimetic
  - 5.10.2. anti-cholinergic
  - 5.10.3. analgesic
  - 5.10.4. sedative/tranquilizer
  - 5.10.5. anesthetic: local/regional
  - 5.10.6. anti-inflammatory
  - 5.10.7. anti-microbial for parenteral administration
  - 5.10.8. anti-convulsant for parenteral administration
  - 5.10.9. diuretic
  - 5.10.10. emetic and anti-emetic
  - 5.10.11. replacement fluids for intravenous administration
  - 5.10.12. if narcotics are used, a narcotic reversal agent
  - 5.10.13. biologics for common infectious diseases
  - 5.10.14. injectable calcium
  - 5.10.15. injectable dextrose
  - 5.10.16. Oxytocin.
- 5.11. There is evidence that an audit of controlled drug inventory is done at least weekly.
- 5.12. Bulk supplies of drugs are kept in the base unit and the mobile unit contains drugs sufficient only for the reasonably expected daily need.



## Part 6.0 Diagnostics

### 6. Diagnostics

#### 6.1. The base unit contains:

- 6.1.1. centrifuge and centrifuge tubes
- 6.1.2. microhematocrit centrifuge, microhematocrit capillary tubes and tube sealant
- 6.1.3. forms for recording laboratory test results

6.1.N. The centrifuges required by items 6.1.1 and 6.1.2 may be the same if the machine is suitable for both types of functions. The centrifuges required by 6.1.1 and 6.1.2 are not required if the written agreement in 1.6 and 1.7 includes use of the centrifuge at the companion animal hospital.

#### 6.2. The mobile unit contains equipment suitable for the collection of the specimens needed for the procedures in standard 6.3.

#### 6.3. The following investigation procedures can be performed within the base unit or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or an accredited companion animal hospital or there is a suitable combination for the performance of such procedures:

- 6.3.1. hematology
- 6.3.2. biochemistry
- 6.3.3. immunology
- 6.3.4. cytology
- 6.3.5. microbiology
- 6.3.6. histopathology
- 6.3.7. parasitology

## Part 7.0 Diagnostic Imaging

### 7. Diagnostic Imaging

#### 7.1. Since radiology is not performed in the facility, the facility does not contain items that would allow the taking or developing of x-rays.

## Part 8.0 Treatment Area

### 8. Treatment Area

#### 8.1. The mobile unit contains, for minor surgery and medical treatment:

- 8.1.1. electric hair clippers and a fine surgical blade or a razor for hair removal
- 8.1.2. preparations for cleansing skin and other tissue prior to surgery, including a skin cleaning solvent and an antiseptic skin preparation solution
- 8.1.3. a tray or container of fresh cold sterilization solution or sterilized packs containing at least one of each of:
  - 8.1.3.1. scalpel handles (not required if sterile disposable scalpels are used)
  - 8.1.3.2. scissors
  - 8.1.3.3. suture needles
  - 8.1.3.4. needle drivers
  - 8.1.3.5. thumb forceps

- 8.1.3.6. hemostatic forceps
  - 8.1.3.7. sterile gauze sponges
  - 8.1.3.8. absorbable and non-absorbable sterile suture material
  - 8.1.3.9. sterile intravenous catheters and administration sets
  - 8.1.3.10. sterile urinary catheters
  - 8.1.3.11. intravenous stand or equivalent
  - 8.1.3.12. drainage tubes, irrigation solutions and irrigation application supplies
  - 8.1.3.13. sterile needles and syringes
  - 8.1.3.14. cotton, gauze, bandages, tapes, and splints
  - 8.1.3.15. sufficient quantity of stomach tubes
  - 8.1.3.16. sterile scalpel blades
  - 8.1.3.17. intravenous fluid pump
  - 8.1.3.18. mobile light source
- 8.2. If sterilized packs are used instead of cold sterilization in 8.1.3, then the facility must contain a steam sterilizer, or the written agreement required by standards 1.6 and 1.7 includes use of the steam sterilizer at the companion animal hospital.
- 8.3. The mobile unit contains a cylinder of compressed medical oxygen, a means of holding it securely during transport for purposes of safety and a device for administration of the oxygen, and a bag or other device for maintenance of respiration.

## Part 9.0 Anaesthesia

### 9. Anaesthesia

- 9.1. The mobile unit does not contain any agent capable of inducing general anaesthesia other than for the treatment of emergency or critical conditions, such as strychnine poisoning or epileptic seizures, where anaesthesia is indicated.
- 9.2. The base unit does not contain any agent capable of inducing general anaesthesia other than for the treatment of emergency or critical conditions, such as strychnine poisoning or epileptic seizures, where anaesthesia is indicated, unless the base unit is a companion animal hospital, food producing animal hospital, or an equine clinic.

## Part 10.0 Operating Area

### 10. Operating Area

- 10.1. The mobile unit does not contain an area for the performance of major surgery.
- 10.2. The base unit, unless the base unit is an accredited companion animal hospital, food producing animal hospital or an equine clinic, does not contain an area for the performance of major surgery.

## Part 11.0 Confinement

### 11. Confinement

- 11.1. The mobile unit contains at least one compartment for the confinement of animals needing transport to another facility.
- 11.2. The compartments are large enough to accommodate comfortably animals of the reasonably expected sizes, and each compartment;
  - 11.2.1. allows adequate amounts of air to circulate within it
  - 11.2.2. is secure and solidly constructed
  - 11.2.3. permits easy observation of the animal
  - 11.2.4. has a floor constructed of a solid, readily sanitized, fluid-impervious material
  - 11.2.5. has a door effective to prevent the contained animal from escape
  - 11.2.6. can be fastened securely within the mobile unit
- 11.3. The mobile unit contains:
  - 11.3.1. equipment and materials for applying disinfectants to compartments
  - 11.3.2. material for clean, dry bedding
  - 11.3.3. blanket or towel for the prevention of heat loss
  - 11.3.4. equipment and materials for identifying animals
  - 11.3.5. a container for waste from compartments

## Part 12.0 Necropsy

### 12. Necropsy

- 12.1. Unless the base unit is a companion animal hospital, companion animal office, food producing animal hospital, or an equine clinic with an area for the performance of necropsies, records kept in respect of the facility demonstrate a regular pattern of transferal for necropsy to another facility.

## Part 13.0 Facility Maintenance

### 13. Facility Maintenance

- 13.1. The mobile unit contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 13.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours.
- 13.3. Biological and pathological wastes are disposed of in accordance with generally accepted standards.
- 13.4. Animal remains are disposed of within 24 hours unless frozen.
- 13.5. The mobile unit contains an adequate supply of clean linens stored to minimize contamination from surface contact or airborne sources, including,
  - 13.5.1. towels
  - 13.5.2. smocks, lab coats, aprons, or some combination of them

## Part 14.0 Safety

### 14. Safety

- 14.1. The mobile unit contains at least one readily accessible all-purpose fire extinguisher.
- 14.2. Doors and windows in both the base unit and the mobile unit can be secured to prevent the escape or theft of animals and the theft of drugs.
- 14.N The facility is expected to comply with the municipal, provincial, and federal legislation.

## TITLE 4.1 REMOTE AREA COMPANION ANIMAL MOBILE

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a remote area companion animal mobile.

### Part 1.0 General

#### 1. General

- 1.1. The facility is composed of,
  - 1.1.1. a stationary element (“base unit”),
  - 1.1.2. one or more mobile elements (“mobile unit”), and
  - 1.1.3. a stationary element at the remote location (“remote unit”).
- 1.2. The base unit,
  - 1.2.1. is self-contained,
  - 1.2.2. has a separate and distinct entrance directly from the street, or if the facility is in a building containing more than one facility, directly from a common lobby, hallway or mall.
- 1.3. The base unit has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.4. The base unit is not, and does not appear to be, associated with or operated in connection with another enterprise.
  - 1.4.N. Standards 1.3 and 1.4 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
- 1.5. The base unit is not located in, and has no direct public access to, a commercial establishment,
  - 1.5.1. where animals are bought or sold,
  - 1.5.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.6. The contents of the mobile unit are organized so that they can be obtained readily for efficient service.
- 1.7. There is a written agreement between the member or members who own or lease the facility and the member or members who own or lease an unaffiliated accredited companion animal hospital within the geographical area usually served by the mobile unit.
  - 1.7.N No agreement is necessary if the member or members who own or lease the facility also own or lease an accredited companion animal hospital (affiliated companion animal hospital) within the geographical area usually served by the facility, which may also be the base unit.
- 1.8. The written agreement provides that the member or members who own or lease the companion animal hospital, or his, her or their associates, will provide the services for animals referred to him, her or them by a member practicing in the facility for radiology, surgery, and hospitalization as required.

- 1.9. The remote unit is located in a community that,
  - 1.9.1. is a minimum of 100 km. from an unaffiliated accredited companion animal hospital, or
  - 1.9.2. or, is a minimum of 50 km. from an affiliated accredited companion animal hospital
  - 1.9.3. has a population of fewer than 7, 000 people.
- 1.10. The member undertakes in writing to,
  - 1.10.1. ensure that the location of the remote unit from where the services will be provided properly serves the public in its location and provides adequate lighting, ventilation heat/cooling , size, cleanliness and accessibility
  - 1.10.2. provide for post-operative care after the member leaves the remote unit
  - 1.10.3. have a contact person to co-ordinate appointments and provide an avenue of contact with the member between visits

## Part 2.0 Records

### 2. Records

- 2.1. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (5), (6), and (7) include the following provisions:

The record for each companion animal contains:

- 2.1.1. patient identification, including species, breed, colour, age and sex
- 2.1.2. client's name, address and telephone numbers
- 2.1.3. if the client is likely to be absent from his or her address while the animal is confined with the member, the name, address and telephone number of a person to be contacted in case of an emergency
- 2.1.4. date of each time that the member sees the animal
- 2.1.5. history of the animal's health, including a record of vaccinations
- 2.1.6. the animal's current weight
- 2.1.7. particulars of each assessment, including physical examination data and diagnostic investigations performed or ordered by the member and the results of each assessment
- 2.1.8. a note of any professional advice given regarding the animal and an indication of when and to whom the advice was given if other than the client
- 2.1.9. all medical or surgical treatments and procedures used, dispensed, prescribed or performed by or at the direction of the member, including the name, strength, dose and quantity of any drugs.
  - One of the following with respect to each surgical treatment:
    - 2.1.9.1. written consent to the surgical treatment signed by or on behalf of the owner of the animal,
    - 2.1.9.2. a note that the owner of the animal or a person on the owner's behalf consented orally to the surgical treatment, and the reason why the consent was not in writing,
    - 2.1.9.3. a note that neither the owner of the animal nor anyone on the owner's behalf was available to consent to the surgical treatment, and the reason why, in the member's opinion, it was medically advisable to conduct the surgical treatment.
- 2.1.10. a copy of all reports prepared by the member in respect of the animal
- 2.1.11. final assessment of the animal
- 2.1.12. fees and charges, showing separately those for drugs and those for advice or other services
- 2.1.13. any additional records required by this Regulation
- 2.1.14. records are legibly written or typewritten

- 2.1.15. records are kept in a systematic manner
  - 2.1.16. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
  - 2.1.17. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
  - 2.1.18. the records required by this section may be made and maintained in an electronic computer system that:
    - 2.1.18.1. Provides a visual display of the recorded information
    - 2.1.18.2. Provides a means of access to the record of each animal by its name or other unique identifier
    - 2.1.18.3. Is capable of printing the recorded information promptly
    - 2.1.18.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
  - 2.1.19. The electronic computer system maintains an audit trail that:
    - 2.1.19.1. Records the date and time of each entry of information for each animal.
    - 2.1.19.2. Indicates any changes in the recorded information
    - 2.1.19.3. Preserves the original content of the recorded information when changed or updated
    - 2.1.19.4. Is capable of being printed separately from the recorded information of each animal
  - 2.1.20. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
  - 2.1.21. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
  - 2.1.22. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.
- 2.2. The facility contains consent-to-surgery forms for execution by clients, and there is evidence that the forms are used and maintained in the animal's medical record.
- 2.3. Informed written consent must be obtained from the client when a member, or his or her auxiliary, must transport an animal or animals between accredited facilities.
- 2.4. The facility contains an anaesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia in the facility;
- 2.4.1. date of induction
  - 2.4.2. name of the client
  - 2.4.3. breed, age, sex, weight and identity of the anaesthetized animal
  - 2.4.4. pre-anaesthetic condition of the animal, e.g., whether the animal was healthy; indicated a mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 2.4.5. name, dose and route of administration of any pre-anaesthetic agents
  - 2.4.6. name, dose and route of administration of anaesthetic agents
  - 2.4.7. nature of the procedures performed under the anaesthetic
  - 2.4.8. post-anaesthetic condition of the animal, e.g., whether the animal recovered normally; demonstrated vocalization; excitement or paddling; demonstrated extreme vocalization; convulsions or vomiting; suffered cardiac or respiratory arrest; or died
  - 2.4.9. anesthetic monitoring chart

- 2.5. The facility contains a surgical log, either alone or in combination with the anaesthetic log, in which is entered in respect of each major surgical procedure performed in the facility;
  - 2.5.1. the date of each procedure
  - 2.5.2. name of the client
  - 2.5.3. breed, age, sex, weight and identity of the animal upon which the procedure is performed
  - 2.5.4. name of the surgeon
  - 2.5.5. nature of each procedure
  - 2.5.6. animal's pre-operative condition, e.g., whether the animal was healthy; indicated mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 2.5.7. animal's post-operative condition, e.g., whether the animal demonstrated an unremarkable condition and status during the post-surgical period; required post-surgical care; or died during or shortly after surgery
  - 2.5.8. length of time taken to perform the procedure
- 2.6. A radiographic log in which is entered;
  - 2.6.1. the date each radiograph is taken
  - 2.6.2. identification of the animal and the client
  - 2.6.3. the area of the body exposed to the radiograph
  - 2.6.4. the number of radiographic views
  - 2.6.5. radiographic setting

## Part 3.0 Library

### 3. Library

- 3.1. The base unit contains:
  - 3.1.1. 1 or more veterinary reference textbooks published within the prior three years on basic topics in companion animal medicine or surgery (such as diagnosis, therapy or surgery)
  - 3.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in companion animal medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
  - 3.1.3. (a) a copy of the *Veterinarians Act* (Bill 39)  
(b) regulations (O.Reg.1093)  
(c) minimum standards  
(d) by-laws under the Act
  - 3.1.4. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*, and the *Controlled Drugs and Substances Act* (Schedules)
  - 3.1.5. a human pharmaceutical reference that is relevant to the Canadian context
  - 3.1.6. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years
  - 3.1.7. a veterinary formulary published within the last three years
  - 3.1.N. The above library requirements may be met by having access to an electronic equivalent.



## Part 4.0 Examination Room

### 4. Examination Room

- 4.1. The following equipment for the examination of animals is readily available in the remote unit, or is retrievable from the mobile unit:
  - 4.1.1. restraint devices such as a leash, a muzzle or safety snare
  - 4.1.2. stethoscope
  - 4.1.3. ophthalmoscope
  - 4.1.4. fluorescein eye-staining strips
  - 4.1.5. otoscope and speculum
  - 4.1.6. alcohol or other disinfectant
  - 4.1.7. thermometer
  - 4.1.8. examination gloves
  - 4.1.9. lubricant
  - 4.1.10. disinfectant for the examination table and applicators for the disinfectant
  - 4.1.11. weigh scale appropriate to the weights of reasonably expected animals
  - 4.1.12. mechanical device to measure intra-ocular pressure
  - 4.1.13. topical ophthalmic anesthetic drops
  - 4.1.14. microchip scanner capable of reading ISO compliant microchips [ISO 11784/11785][Frequency 134.2 kHz]

## Part 5.0 Pharmacy

### 5. Pharmacy

- 5.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 5.2. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

  - 5.2.1. the date of purchase of the drug and, if different, the date the member received the drug
  - 5.2.2. the name, strength and quantity of the drug received
  - 5.2.3. name and address of the person from whom the drug was purchased
  - 5.2.4. purchase price
  - 5.2.5. in the case of a controlled substance, ketamine or a targeted drug, the signature of the member who made the purchase and the signature of the person who received it
- 5.3. The member shall retain the written record required for a period of at least 5 years or until the member ceases to practice veterinary medicine, whichever occurs first. (not applicable if a new facility).
- 5.4. If drugs are dispensed from the facility, the containers in which the drugs are dispensed are marked with:
  - 5.4.1. the name, strength and quantity of the drug
  - 5.4.2. the date the drug is dispensed
  - 5.4.3. the name and address of the member
  - 5.4.4. the identity of the animal or group of animals for which it is dispensed

- 5.4.5. the name of the owner of the animal(s)
  - 5.4.6. prescribed directions for use
- 5.5. If controlled substances are dispensed from the facility, a controlled substances register is kept and contains the following information:
- 5.5.1. the date the controlled substance is dispensed or administered
  - 5.5.2. the name and address of the client
  - 5.5.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 5.5.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 5.6. All controlled drugs and narcotics are kept in a locked cabinet designed and constructed to ensure the reasonable security of the controlled substances.
- 5.7. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 5.8. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.
- 5.9. Biologics and other drugs in the base unit requiring refrigeration are kept in a refrigerator and, in the mobile, are kept in a device adequate to maintain the temperature recommended by the manufacturer of the biologic or other drug.
- 5.10. The facility contains at least one each of the following:
- 5.10.1. adrenergic/sympathomimetic
  - 5.10.2. anti-cholinergic
  - 5.10.3. analgesic
  - 5.10.4. sedative/tranquilizer
  - 5.10.5. anesthetic: local/regional
  - 5.10.6. anti-inflammatory
  - 5.10.7. anti-microbial for parenteral administration
  - 5.10.8. anti-convulsant for parenteral administration
  - 5.10.9. diuretic
  - 5.10.10. emetic and anti-emetic
  - 5.10.11. replacement fluids for intravenous administration
  - 5.10.12. if narcotics are used, a narcotic reversal agent
  - 5.10.13. biologics for common infectious diseases
  - 5.10.14. injectable calcium
  - 5.10.15. injectable dextrose
  - 5.10.16. Oxytocin.
- 5.11. There is evidence that an audit of controlled drug inventory is done at least weekly.
- 5.12. Bulk supplies of drugs are kept in the base unit and the mobile unit contains drugs sufficient only for the reasonably expected daily need.

## Part 6.0 Diagnostics

### 6. Diagnostics

#### 6.1. The base unit contains:

- 6.1.1. microscope, microscope slides and cover slips
- 6.1.2. centrifuge and centrifuge tubes
- 6.1.3. microhematocrit centrifuge, microhematocrit capillary tubes and tube sealant. If the facility contains a hematology analyzer that is capable of performing a hematocrit without prior centrifuging, then this equipment is not required
- 6.1.4. refractometer
- 6.1.5. urinalysis test strip or tablet reagents or both
- 6.1.6. staining solutions and chemicals for blood, urine and cytology examinations
- 6.1.7. forms for recording laboratory test results

6.1.N. The centrifuges required by items 6.1.2 and 6.1.3 may be the same if the machine is suitable for both types of functions.

#### 6.2. The following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:

- 6.2.1. hematology
- 6.2.2. biochemistry
- 6.2.3. immunology
- 6.2.4. cytology
- 6.2.5. urinalysis
- 6.2.6. microbiology
- 6.2.7. histopathology
- 6.2.8. parasitology

6.3. If laboratory services are not to be provided from the remote unit, the mobile unit contains equipment suitable for the collection of the specimens needed for the procedures described in clause 6.2.

6.4. Electrocardiography can be performed within the facility or there is evidence of an arrangement that electrocardiography is performed by a member in another facility in close geographical proximity to the facility or by a diagnostic service or there is a suitable combination for the performance of electrocardiography.

6.5. Where a facility performs in-house laboratory testing, the facility must demonstrate evidence that internal and external controls are run with sufficient frequency that results can be accepted as accurate.

## Part 7.0 Diagnostic Imaging (Discretionary)

### 7. Diagnostic Imaging (Discretionary)

7.0.N The remote unit need not contain an x-ray machine but, if an x-ray machine is present at the remote unit, compliance with the following standards is required.

- 7.1. The remote unit or the mobile unit contains:
- 7.1.1. protective equipment that includes:
    - 7.1.1.1. a collimator or cone
    - 7.1.1.2. two protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees
    - 7.1.1.3. two pairs of gloves of at least 0.5 lead equivalent with cuffs
    - 7.1.1.4. individual monitoring badges obtained from Health Canada, Radiation Protection Bureau that are worn by all people regularly involved in radiology procedures
    - 7.1.1.5. at least two thyroid protectors
  - 7.1.2. radiographs of all which are permanently identified with:
    - 7.1.2.1. the name of the veterinarian or the designation of the facility or both
    - 7.1.2.2. identification of the animal
    - 7.1.2.3. the date of the radiograph
    - 7.1.2.4. an indication of the left or right side of the animal
    - 7.1.2.5. an indication of time for sequential radiographic studies
  - 7.1.3. at least 2 film cassettes (holders)
  - 7.1.4. fresh, unexposed x-ray film that is properly stored
  - 7.1.5. a machine that automatically develops radiographs  
IF N/A:  
Alternatively, a dark room that contains:
    - 7.1.5.1. a tank or tray containing fresh chemicals for developing and fixing exposed film
    - 7.1.5.2. a tank or tray containing fresh water for washing film
    - 7.1.5.3. a tank thermometer
    - 7.1.5.4. a safety light
    - 7.1.5.5. film hangers
  - 7.1.6. a radiographic viewer
  - 7.1.7. material for positive contrast gastrointestinal radiography
  - 7.1.8. calipers or a measuring tape to measure body thickness
  - 7.1.9. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS, kV and focal distance for specific body areas and thicknesses
- 7.2. For each x-ray source in the facility, an application in accordance with sections 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act.
- Registration # \_\_\_\_\_
- 7.3. Radiographs not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner and, in either case, are retained for a period of at least 5 years.
- 7.4. The radiographs or images created are of diagnostic quality.
- 7.5. If the facility uses diagnostic and imaging equipment, the images created must be of diagnostic quality.
- 7.6. If the facility is using diagnostic radiographic equipment, then the facility need not comply with clauses 7.1.3, 7.1.4, 7.1.5, 7.1.5.1-5 and 7.1.6.

- 7.7. For the purposes of storage and transfer of digital radiographic images; DICOM (Digital Imaging and Communication in Medicine) and PACS (Picture Archiving and Communication Systems methodology or equivalent) is acceptable.
- 7.8. For the purposes of viewing digital radiology images, the monitor must be a minimum of 2.5 LPMM resolutions and a minimum of 10-bit grayscale image depth (400 shades of grey).
- 7.9. Diagnostic ultrasound can be performed within the facility or there is evidence of an arrangement that diagnostic ultrasound is performed by a member in another facility or by a diagnostic service or there is a suitable combination for the performance of diagnostic ultrasound.

## Part 8.0 Treatment Area

### 8. Treatment Area

- 8.1. The remote unit contains:
  - 8.1.1. one or more treatment areas which can be used for
    - 8.1.1.1. preparing animals for major surgery
    - 8.1.1.2. performing minor (non-sterile) surgery
    - 8.1.1.3. performing dentistry
    - 8.1.1.4. providing medical treatment
    - 8.1.1.5. administering general anaesthesia
    - 8.1.1.6. performing major surgery
    - 8.1.1.7. observing animals recovering from anaesthesia and the immediate effects of surgery
  - 8.1.1.N The areas defined may comprise one area.
  - 8.1.2. Each treatment area contains,
    - 8.1.2.1. a table large enough for the treatment of an animal, with a readily sanitized, fluid-impervious surface,
    - 8.1.2.2. a drained sink with hot and cold running water.
- 8.2. The treatment area contains or has readily available from the mobile unit:
  - 8.2.1. electric hair clippers with a fine surgical blade or a razor for hair removal
  - 8.2.2. vacuum cleaner or a central vacuum with an outlet in the treatment area
  - 8.2.3. preparations for cleansing skin and other tissue prior to surgery, including a skin cleaning solvent and an antiseptic skin preparation solution
  - 8.2.4. a tray or container of fresh cold sterilization solution or sterilized packs containing at least one of the following:
    - 8.2.4.1. scalpel handles (not required if sterile disposable scalpels are used)
    - 8.2.4.2. scissors
    - 8.2.4.3. suture needles
    - 8.2.4.4. needle drivers
    - 8.2.4.5. thumb forceps
    - 8.2.4.6. hemostatic forceps
  - 8.2.5. sterile gauze sponges
  - 8.2.6. absorbable and non-absorbable sterile suture material
  - 8.2.7. sterile intravenous catheters and administration sets
  - 8.2.8. sterile urinary catheters

- 8.2.9. intravenous stand or equivalent
  - 8.2.10. drainage tubes, irrigation solutions and irrigation application supplies
  - 8.2.11. sterile needles and syringes
  - 8.2.12. cotton, gauze, bandages, tapes and splints
  - 8.2.13. sufficient quantity of stomach tubes
  - 8.2.14. sterile scalpel blades
  - 8.2.15. sufficient surgical packs for the reasonably expected case load, each of which,
    - 8.2.15.1. display the date of sterilization and the name or initials of the person who carried out the sterilization,
    - 8.2.15.2. contain the following sterilized instruments:
      - 8.2.15.2.1. scissors
      - 8.2.15.2.2. 2 thumb forceps
      - 8.2.15.2.3. 4 towel clamps
      - 8.2.15.2.4. scalpel handle (not required if disposable sterile scalpels used)
      - 8.2.15.2.5. 4 hemostatic forceps
      - 8.2.15.2.6. spay hook
      - 8.2.15.2.7. needle driver
      - 8.2.15.2.8. an internal sterility monitor
  - 8.2.16. intravenous fluid pump
  - 8.2.17. mobile light source
- 8.3. Either the remote unit or the base unit of the facility contains,
- 8.3.1. a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).
  - 8.3.2. or, a written agreement between the member or members who own or lease the facility and the member or members who own or lease an accredited facility with a steam sterilizer in close geographical proximity, which provides that the member or members who own or lease the facility may have regular use of the steam sterilizer.

## Part 9.0 Anaesthesia

### 9. Anaesthesia

- 9.1. The remote unit anaesthesia area contains or has readily available from the mobile unit:
  - 9.1.1. pre-anesthetic agents
  - 9.1.2. induction anesthetic agents for intravenous administration
  - 9.1.3. sufficient quantity of cuffed endotracheal tubes and tube adaptors
  - 9.1.4. antiseptic agent for venipuncture preparation
  - 9.1.5. sterilized needles and syringes
  - 9.1.6. a machine for the administration of gaseous anaesthesia that includes a canister containing a fresh agent to absorb carbon dioxide
  - 9.1.7. gaseous agent for the induction and maintenance of general anaesthesia
  - 9.1.8. a cylinder of compressed medical oxygen
  - 9.1.9. a gas scavenging system that complies with the requirements of the *Occupational Health and Safety Act*
    - 9.1.9.N A passive scavenging system may be used in the remote unit, but the member is responsible for ensuring that the remote unit has at least one window that can be opened to the outdoors and that the area is adequately ventilated during operation of the anesthetic machine.

- 9.1.10. a bag device for monitoring respiration or an electronic respiratory monitor
- 9.1.11. a stethoscope
- 9.1.12. an esophageal stethoscope for cardiac monitoring or an electrocardiograph machine
- 9.1.13. a method of maintaining an animal's body heat
- 9.1.14. anesthetic delivery circuits
- 9.1.15. one or more electronic devices for the continuous monitoring of cardiac and/or respiratory function such as: respiratory monitor, pulse oximeter, a continuous blood pressure monitor, a continuous ECG monitor, capnograph or an esophageal stethoscope

## Part 10.0 Confinement

### 10. Confinement

- 10.1. The remote unit contains, or has readily available from the mobile unit, enough compartments to accommodate the reasonably expected number of confined animals.
- 10.2. The compartments are large enough to accommodate comfortably animals of reasonably expected sizes.
- 10.3. Each compartment:
  - 10.3.1. allows for adequate air circulation within it
  - 10.3.2. is secure and solidly constructed
  - 10.3.3. permits easy observation of the animal
  - 10.3.4. will prevent the contained animal from escaping
- 10.4. The remote unit contains, or has readily available from the mobile unit:
  - 10.4.1. equipment and materials for applying disinfectants to compartments
  - 10.4.2. material for clean, dry bedding
  - 10.4.3. devices for capturing and restraining animals
  - 10.4.4. blankets or towels for the prevention of heat loss
  - 10.4.5. equipment and materials for identifying animals and their compartments
  - 10.4.6. cat litter and litter trays if cats are expected for treatment
  - 10.4.7. containers for waste from confinement areas

## Part 11.0 Necropsy

### 11. Necropsy

- 11.1. Unless records kept at the facility demonstrate a regular pattern of transferal for necropsy to another member, the base unit contains an area that can be used for the performance of necropsy.

If yes,

- 11.2. The necropsy area is constructed of readily sanitized, fluid-impervious material.
- 11.3. The necropsy area contains or has readily available at least one of each of the following:
  - 11.3.1. knives
  - 11.3.2. scalpels
  - 11.3.3. scissors
  - 11.3.4. bone cutters or saws
  - 11.3.5. gloves

- 11.3.6. forceps
- 11.3.7. specimen containers

## Part 12.0 Dentistry (Discretionary)

### 12. Dentistry (Discretionary)

- 12.1. If the member provides dentistry from the remote unit, the remote unit contains, or has readily available from the mobile unit:
  - 12.1.1. dental scaling instruments or devices
  - 12.1.2. dental elevators
  - 12.1.3. tooth extractors
  - 12.1.4. sterile gauze sponges
  - 12.1.5. absorbable and non-absorbable sterile suture material
  - 12.1.6. a drained sink with hot and cold running water
  - 12.1.7. handscalers, curettes (including a subgingival curette), and a dental probe or employer
  - 12.1.8. air compressed gas or electrically driven dental polisher

## Part 13.0 Facility Maintenance

### 13. Facility Maintenance

- 13.1. The remote unit contains or has readily available from the base unit a puncture-proof container into which needles, scalpel blades and other sharps are discarded.
- 13.2. There is evidence of a regular cleaning program at the remote unit.
- 13.3. There is evidence of a system of orderly and regular waste disposal at the remote unit.
- 13.4. Animal remains are disposed of within 24 hours unless frozen.
- 13.5. The remote unit contains, outside the operating/treatment room, an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, including,
  - 13.5.1. towels
  - 13.5.2. personal protective equipment, such as smocks, lab coats, aprons or some combination of them
  - 13.5.3. masks and caps
- 13.6. Dirty laundry is stored separately until cleaned.
- 13.7. The remote unit contains, or has readily available from the mobile unit, tools for routine maintenance and minor repairs of equipment.
- 13.8. There is evidence of a regular program of maintenance of equipment and of mechanical systems or services.



## Part 14.0 Safety

### 14. Safety

- 14.1. Doors and windows in both the base unit and mobile unit can be secured to prevent the theft of drugs.
- 14.2. There is a source of emergency lighting in the remote unit, e.g., large flashlight.
- 14.3. The remote unit contains at least one readily accessible all-purpose fire extinguisher.
  - 14.3.N The remote unit is expected to comply with the municipal, provincial and federal legislation.

## TITLE 5. COMPANION ANIMAL EMERGENCY CLINIC

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a companion animal emergency clinic.

### Part 1.0 General

#### 1. General

- 1.1. The facility,
  - 1.1.1. is self-contained,
  - 1.1.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway or mall.
- 1.2. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.3. The facility is not, and does not appear to be, associated with or operated in connection with another enterprise.
  - 1.3.N. Standards 1.2 and 1.3 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.

### Part 2.0 Records

#### 2. Records

- 2.1. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (5), (6), and (7) include the following provisions:

The record for each companion animal contains:

- 2.1.1. patient identification, including species, breed, colour, age and sex
- 2.1.2. client's name, address and telephone numbers
- 2.1.3. if the client is likely to be absent from his or her address while the animal is confined with the member, the name, address and telephone number of a person to be contacted in case of an emergency
- 2.1.4. date of each time that the member sees the animal
- 2.1.5. history of the animal's health, including a record of vaccinations
- 2.1.6. the animal's current weight
- 2.1.7. particulars of each assessment, including physical examination data and diagnostic investigations performed or ordered by the member and the results of each assessment
- 2.1.8. a note of any professional advice given regarding the animal and an indication of when and to whom the advice was given if other than the client

- 2.1.9. all medical or surgical treatments and procedures used, dispensed, prescribed or performed by or at the direction of the member, including the name, strength, dose and quantity of any drugs.  
One of the following with respect to each surgical treatment:
    - 2.1.9.1. written consent to the surgical treatment signed by or on behalf of the owner of the animal,
    - 2.1.9.2. a note that the owner of the animal or a person on the owner's behalf consented orally to the surgical treatment, and the reason why the consent was not in writing,
    - 2.1.9.3. a note that neither the owner of the animal nor anyone on the owner's behalf was available to consent to the surgical treatment, and the reason why, in the member's opinion, it was medically advisable to conduct the surgical treatment.
  - 2.1.10. a copy of all reports prepared by the member in respect of the animal
  - 2.1.11. final assessment of the animal
  - 2.1.12. fees and charges, showing separately those for drugs and those for advice or other services
  - 2.1.13. any additional records required by this Regulation
  - 2.1.14. records are legibly written or typewritten
  - 2.1.15. records are kept in a systematic manner
  - 2.1.16. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
  - 2.1.17. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
  - 2.1.18. the records required by this section may be made and maintained in an electronic computer system that:
    - 2.1.18.1. Provides a visual display of the recorded information
    - 2.1.18.2. Provides a means of access to the record of each animal by its name or other unique identifier
    - 2.1.18.3. Is capable of printing the recorded information promptly
    - 2.1.18.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
  - 2.1.19. The electronic computer system maintains an audit trail that:
    - 2.1.19.1. Records the date and time of each entry of information for each animal
    - 2.1.19.2. Indicates any changes in the recorded information
    - 2.1.19.3. Preserves the original content of the recorded information when changed or updated
    - 2.1.19.4. Is capable of being printed separately from the recorded information of each animal
  - 2.1.20. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
  - 2.1.21. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
  - 2.1.22. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.
- 2.2. The facility contains consent-to-surgery forms for execution by clients, and there is evidence that the forms are used and maintained in the animal's medical record.

- 2.3. Informed written consent must be obtained from the client when a member, or his or her auxiliary, must transport an animal or animals between accredited facilities.
- 2.4. There is evidence of a system by which a copy of the treatment record is given to the client for transmission of the client's regular veterinarian.
- 2.5. The facility contains an anaesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia in the facility;
  - 2.5.1. date of induction
  - 2.5.2. name of the client
  - 2.5.3. breed, age, sex, weight and identity of the anaesthetized animal
  - 2.5.4. pre-anaesthetic condition of the animal, e.g., whether the animal was healthy; indicated a mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 2.5.5. name, dose and route of administration of any pre-anaesthetic agents
  - 2.5.6. name, dose and route of administration of anaesthetic agents
  - 2.5.7. nature of the procedures performed under the anaesthetic
  - 2.5.8. post-anaesthetic condition of the animal, e.g., whether the animal recovered normally; demonstrated vocalization; excitement or paddling; demonstrated extreme vocalization; convulsions or vomiting; suffered cardiac or respiratory arrest; or died
  - 2.5.9. anesthetic monitoring chart
- 2.6. The facility contains a surgical log, either alone or in combination with the anaesthetic log, in which is entered in respect of each major surgical procedure performed in the facility;
  - 2.6.1. the date of each procedure
  - 2.6.2. name of the client
  - 2.6.3. breed, age, sex, weight and identity of the animal upon which the procedure is performed
  - 2.6.4. name of the surgeon
  - 2.6.5. nature of each procedure
  - 2.6.6. animal's pre-operative condition, e.g., whether the animal was healthy; indicated mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 2.6.7. animal's post-operative condition, e.g., whether the animal demonstrated an unremarkable condition and status during the post-surgical period; required post-surgical care; or died during or shortly after surgery
  - 2.6.8. length of time taken to perform the procedure
- 2.7. A radiographic log in which is entered;
  - 2.7.1. the date each radiograph is taken
  - 2.7.2. identification of the animal and the client
  - 2.7.3. the area of the body exposed to the radiograph
  - 2.7.4. the number of radiographic views
  - 2.7.5. radiographic setting

## Part 3.0 Library

### 3. Library

- 3.1. The facility contains:
  - 3.1.1. 1 or more veterinary reference textbooks published within the prior three years on basic topics in companion animal medicine or surgery (such as diagnosis, therapy or surgery)

- 3.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in companion animal medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
- 3.1.3. (a) a copy of the *Veterinarians Act* (Bill 39)  
(b) regulations (O.Reg.1093)  
(c) minimum standards  
(d) by-laws under the Act
- 3.1.4. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act, Health Disciplines Act* (O.Reg.551)
- 3.1.5. a human pharmaceutical reference that is relevant to the Canadian context
- 3.1.6. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years
- 3.1.7. a veterinary formulary published within the last three years
  
- 3.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 4.0 Client Amenities

### 4. Client Amenities

- 4.1. The facility contains a reception area.
  - 4.1.N. The reception area cannot be within the examination room.
- 4.2. The reception area,
  - 4.2.1. is entered directly from the outside of the facility,
  - 4.2.2. contains sufficient seating for the reasonably expected number of clients.
- 4.3. The furniture in the reception area is clean and in good repair.
- 4.4. The facility contains a washroom that can be used by clients.

## Part 5.0 Examination Room

### 5. Examination Room

- 5.1. The facility contains a room for the physical examination of animals.
  - 5.1.N. The examination room may also be used as a treatment area.
- 5.2. The examination room is,
  - 5.2.1. large enough for a veterinarian to examine an animal conveniently with a client present in the area, together with any necessary (and at least one) assistant and the required equipment,
  - 5.2.2. well lit.
- 5.3. The examination room contains,
  - 5.3.1. an examination table, with a readily sanitized, fluid-impervious surface,
  - 5.3.2. a waste receptacle.

- 5.4. The following equipment and supplies are readily available in the facility:
- 5.4.1. restraint devices such as a leash, muzzle or safety snare
  - 5.4.2. stethoscope
  - 5.4.3. ophthalmoscope
  - 5.4.4. fluorescein eye-staining strips
  - 5.4.5. otoscope and speculum
  - 5.4.6. alcohol or other disinfectant
  - 5.4.7. thermometer
  - 5.4.8. examination gloves
  - 5.4.9. lubricant
  - 5.4.10. disinfectant for the examination table and applicators for the disinfectant
  - 5.4.11. a weigh scale appropriate to the weights of reasonably expected animals
  - 5.4.12. mechanical device to measure intra-ocular pressure
  - 5.4.13. topical ophthalmic anesthetic drops
  - 5.4.14. microchip scanner capable of reading ISO compliant microchips [ISO 11784/11785][Frequency 134.2kHz].

## Part 6.0 Pharmacy

### 6. Pharmacy

- 6.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 6.2. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of every drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 6.2.1. the date of purchase of the drug and, if different, the date the member received the drug
  - 6.2.2. the name, strength and quantity of the drug received
  - 6.2.3. name and address of the person from whom the drug was purchased
  - 6.2.4. purchase price
  - 6.2.5. in the case of a controlled substance the signature of the member who made the purchase and the signature of the person who received it
- 6.3. The member shall retain the written record required for a period of at least 5 years or until the member ceases to practice veterinary medicine, whichever occurs first. (not applicable if a new facility).
- 6.4. If drugs are dispensed from the facility, the containers in which the drugs are dispensed are marked with:
- 6.4.1. the name, strength and quantity of the drug
  - 6.4.2. the date the drug is dispensed
  - 6.4.3. name and address of the member
  - 6.4.4. the identity of the animal or group of animals for which it is dispensed
  - 6.4.5. the name of the owner of the animal(s)
  - 6.4.6. prescribed directions for use
- 6.5. If controlled substances are dispensed from the facility, a controlled substances register is kept and contains the following information;

- 6.5.1. the date the controlled substance is dispensed or administered
  - 6.5.2. the name and address of the client
  - 6.5.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 6.5.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 6.6. All controlled drugs and narcotics are kept in a locked cabinet designed and constructed to ensure the reasonable security of the controlled substances.
  - 6.7. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
  - 6.8. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.
  - 6.9. Biologics and other drugs requiring refrigeration are kept in a refrigerator.
  - 6.10. The facility contains at least one each of the following:
    - 6.10.1. adrenergic/sympathomimetic
    - 6.10.2. anti-cholinergic
    - 6.10.3. analgesic
    - 6.10.4. sedative/tranquilizer
    - 6.10.5. anesthetic: local/regional
    - 6.10.6. anti-inflammatory
    - 6.10.7. anti-microbial for parenteral administration
    - 6.10.8. anti-convulsant for parenteral administration
    - 6.10.9. diuretic
    - 6.10.10. emetic and anti-emetic
    - 6.10.11. replacement fluids for intravenous administration
    - 6.10.12. if narcotics are used, a narcotic reversal agent
    - 6.10.13. biologics for common infectious diseases
    - 6.10.14. injectable calcium
    - 6.10.15. injectable dextrose
    - 6.10.16. Oxytocin.
  - 6.11. There is evidence that an audit of controlled drug inventory is done at least weekly.

## Part 7.0 Diagnostics

### 7. Diagnostics

- 7.1. The facility contains:
  - 7.1.1. microscope, microscope slides and cover slips
  - 7.1.2. centrifuge and centrifuge tubes
  - 7.1.3. microhematocrit centrifuge, microhematocrit capillary tubes and tube sealant
  - 7.1.4. refractometer
  - 7.1.5. urinalysis test strip or tablet reagents or both
  - 7.1.6. staining solutions and chemicals for blood, urine and cytology examinations
  - 7.1.7. forms for recording laboratory test results

- 7.1.N. The centrifuges required by items 7.1.2 and 7.1.3 may be the same if the machine is suitable for both types of functions.
- 7.2. The following investigation procedures can be performed within the facility or there is evidence of an arrangement under which the members practicing in the facility can obtain such procedures from a diagnostic laboratory during the night. (In standards 7.2 and 7.3 “night” means the times during which a member is required to be actually on duty and available for service as defined in the relevant portions of the regulations),
- 7.2.1. hematology
  - 7.2.2. biochemistry
- 7.3. The following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory during the night or there is a suitable combination for the performance of such procedures:
- 7.3.1. immunology
  - 7.3.2. cytology
  - 7.3.3. microbiology
  - 7.3.4. histopathology
  - 7.3.5. parasitology
- 7.4. Electrocardiography can be performed within the facility or there is evidence of an arrangement that electrocardiography is performed by a member in another facility in close geographical proximity to the facility or by a diagnostic service or there is a suitable combination for the performance of electrocardiography.
- 7.5. Where a facility performs in-house laboratory testing, the facility must demonstrate evidence that internal and external controls are run with sufficient frequency that results can be acceptable as accurate.

## Part 8.0 Diagnostic Imaging

### 8. Diagnostic Imaging

- 8.1. The facility contains a diagnostic x-ray machine.
- 8.2. The facility contains,
- 8.2.1. protective equipment that includes:
    - 8.2.1.1. a collimator or cone
    - 8.2.1.2. two or more protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees
    - 8.2.1.3. gloves of at least 0.5 lead equivalent with cuffs
    - 8.2.1.4. individual monitoring badges obtained from Health Canada, Radiation Protection Bureau that are worn by all people regularly involved in radiology procedures,
    - 8.2.1.5. at least two thyroid protectors
  - 8.2.2. radiographs all of which are permanently identified with:
    - 8.2.2.1. the name of the veterinarian or the designation of the facility or both
    - 8.2.2.2. identification of the animal
    - 8.2.2.3. the date of the radiograph
    - 8.2.2.4. an indication of the left or right side of the animal
    - 8.2.2.5. an indication of time for sequential radiographic studies
  - 8.2.3. at least 2 film cassettes (holders)



- 8.2.4. fresh, unexposed x-ray film that is properly stored
  - 8.2.5. a machine that automatically develops radiographs  
IF N/A:  
Alternatively, a dark room that contains;
    - 8.2.5.1. a tank or tray containing fresh chemicals for developing and fixing exposed film
    - 8.2.5.2. a tank or tray containing fresh water for washing film
    - 8.2.5.3. a tank thermometer
    - 8.2.5.4. a safety light
    - 8.2.5.5. film hangers
  - 8.2.6. a radiographic viewer
  - 8.2.7. material for positive contrast gastrointestinal radiography
  - 8.2.8. calipers or a measuring tape to measure body thickness
  - 8.2.9. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS, kV and focal distance for specific body areas and thicknesses
- 8.3. For each x-ray source in the facility, an application in accordance with section 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act.

Registration # \_\_\_\_\_

- 8.4. Radiographs not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner and, in either case, are retained for a period of at least 5 years or the radiographs are transferred to the client's regular veterinarian for retention for a period of at least five years.
- 8.5. The radiographs or images created are of diagnostic quality.
- 8.6. If the facility uses diagnostic and imaging equipment, the images created must be of diagnostic quality.
- 8.7. If the facility is using diagnostic radiographic equipment, then the facility need not comply with clauses 8.2.3, 8.2.4, 8.2.5, 8.2.5.1-5 and 8.2.6.
- 8.8. For the purposes of storage and transfer of digital radiographic images; DICOM (Digital Imaging and Communication in Medicine) and PACS (Picture Archiving and Communication Systems methodology or equivalent is acceptable.
- 8.9. For the purposes of viewing digital radiology images, the monitor must be a minimum of 2.5 LPMM resolutions and a minimum of 10-bit grayscale image depth (400 shades of grey).
- 8.10. Diagnostic ultrasound can be performed within the facility or there is evidence of an arrangement that diagnostic ultrasound is performed by a member in another facility or by a diagnostic service or there is a suitable combination for the performance of diagnostic ultrasound.

## Part 9.0 Treatment Area

### 9. Treatment Area

- 9.1. The facility contains,
  - 9.1.1. one or more treatment areas which can be used for preparing animals for major surgery, performing minor surgery, performing dentistry, and providing medical treatment.
  - 9.1.N The treatment area is separate from the operating room and from the reception area but may be part of the examination room.
  - 9.1.2. Each treatment area contains,
    - 9.1.2.1. a table large enough for treatment of an animal, with a readily sanitized, fluid-impervious surface,
    - 9.1.2.2. a drained sink with hot and cold running water.
- 9.2. Each such area is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment.
- 9.3. The treatment area contains or has readily available:
  - 9.3.1. electric hair clippers and a fine surgical blade or a razor for hair removal
  - 9.3.2. vacuum cleaner
  - 9.3.3. preparations for cleansing skin and other tissue prior to surgery, including a skin cleaning solvent and an antiseptic skin preparation solution or
  - 9.3.4. tray or container of fresh cold sterilization solution or sterilized packs containing at least one of each of:
    - 9.3.4.1. scalpel handles (not required if sterile disposable scalpels are used)
    - 9.3.4.2. scissors
    - 9.3.4.3. suture needles
    - 9.3.4.4. needle drivers
    - 9.3.4.5. thumb forceps
    - 9.3.4.6. hemostatic forceps
  - 9.3.5. sterile gauze sponges
  - 9.3.6. absorbable and non-absorbable sterile suture material
  - 9.3.7. sterile intravenous catheters and administration sets
  - 9.3.8. sterile urinary catheters
  - 9.3.9. intravenous stand or equivalent
  - 9.3.10. drainage tubes, irrigation solutions and irrigation application supplies
  - 9.3.11. sterile needles and syringes
  - 9.3.12. cotton, gauze, bandages, tapes and splints
  - 9.3.13. sufficient quantity of stomach tubes
  - 9.3.14. sterile scalpel blades
  - 9.3.15. intravenous fluid pump
  - 9.3.16. mobile light source
- 9.4. If dentistry is performed, the treatment area contains or has readily available in the facility:
  - 9.4.1. handscalers, curettes (including a subgingival curette), and a dental probe or employer
  - 9.4.2. air compressed gas or electrically driven dental polisher
  - 9.4.3. dental elevators
  - 9.4.4. tooth extractors

- 9.5. The facility has a supply of oxygen and the means to administer the oxygen.

## Part 10.0 Anaesthesia

### 10. Anaesthesia

- 10.1. The facility contains an area for the administration of general anaesthesia (can be the same area as the treatment area).
- 10.2. The anaesthesia area contains or has readily visible within the facility:
- 10.2.1. pre-anesthetic agents
  - 10.2.2. induction anesthetic agents for intravenous administration
  - 10.2.3. sufficient quantity of cuffed endotracheal tubes and tube adaptors
  - 10.2.4. antiseptic agent for venipuncture preparation
  - 10.2.5. sterilized needles and syringes
  - 10.2.6. a machine for the administration of gaseous anaesthesia that includes a canister containing a fresh agent to absorb carbon dioxide
  - 10.2.7. gaseous agent for the induction and maintenance of general anaesthesia
  - 10.2.8. a cylinder of compressed medical oxygen that is securely fastened
  - 10.2.9. a gas scavenging system that complies with the requirements of the *Occupational Health and Safety Act*
  - 10.2.10. stethoscope
  - 10.2.11. a method of maintaining an animal's body heat
  - 10.2.12. two or more re-breathing bags
  - 10.2.13. anesthetic delivery circuits
  - 10.2.14. one or more electronic devices for the continuous monitoring of cardiac and/or respiratory function such as: respiratory monitor, pulse oximeter, a continuous blood pressure monitor, a continuous ECG monitor, capnograph or an esophageal stethoscope

## Part 11.0 Operating Room

### 11. Operating Room

- 11.1. The facility contains a completely enclosed room used solely for the performance of major surgical procedures under sterile conditions.
- 11.2. The operating room,
- 11.2.1. is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment,
  - 11.2.2. has walls, floor and doors of solid, fluid-impervious material that can be readily sanitized.
- 11.3. The operating room contains:
- 11.3.1. a surgical table with a readily sanitized, fluid-impervious surface
  - 11.3.2. an insulating pad to reduce heat loss from the animal's body to the surface of the operating table
  - 11.3.3. at least one adjustable surgical lamp
  - 11.3.4. an instrument table or tray with a readily sanitized surface

- 11.3.5. a garbage disposal container with a readily sanitized, fluid-impervious interior or a disposable fluid-impervious liner
- 11.3.6. a catheter, delivery system and fluids for the intravenous administration of parenteral fluids
- 11.4. The operating room contains or has readily available within the facility:
  - 11.4.1. absorbable and non-absorbable sterile suture material
  - 11.4.2. instruments, gowns, towels, drapes, gloves, gauze sponges, needles and scalpel blades, which are sterilized
  - 11.4.3. all items sterilized in the facility display the date of sterilization and the name or initials of the person who carried out the sterilization
  - 11.4.4. the following sterilized instruments:
    - 11.4.4.1. scissors
    - 11.4.4.2. 2 thumb forceps
    - 11.4.4.3. 4 towel clamps
    - 11.4.4.4. scalpel handle (not required if disposable sterile scalpels used)
    - 11.4.4.5. 4 hemostatic forceps
    - 11.4.4.6. needle driver
  - 11.4.5. all packs contain an internal sterility monitor
  - 11.4.6. surgical caps and masks
- 11.5. The operating room does not contain a wet sink.
  - 11.5.N. Standard 11.5 does not apply to a facility which had been accredited as a companion animal hospital before January 1st, 1990, and, after that date, continues as an accredited companion animal hospital without interruption and is not enlarged or extended.
- 11.6. The facility contains, outside the operating room, a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).
- 11.7. No items other than those pertaining to surgery should be stored in the operating room.
- 11.8. If laser surgery is to be performed, the following items must be present:
  - 11.8.1. Dedicated smoke evacuator
  - 11.8.2. Minimum of two pairs of laser rated safety glasses or goggles
  - 11.8.3. Appropriate number of face masks (minimum 0.1 microns filtration PEE)

## Part 12.0 Confinement

### 12. Confinement

- 12.1. There are one or more indoor areas for the confinement of animals in compartments.
- 12.2. Each confinement area,
  - 12.2.1. is constructed of readily sanitized, fluid-impervious material,
  - 12.2.2. is well lit,
  - 12.2.3. has adequate air circulation in it.

- 12.3. The facility contains enough compartments to accommodate the reasonably expected number of confined animals.
- 12.4. The compartments are large enough to accommodate comfortably animals of the reasonably expected sizes.
- 12.5. Each compartment:
  - 12.5.1. allows adequate amounts of air to circulate within it
  - 12.5.2. is secure and solidly constructed
  - 12.5.3. permits easy observation of the animal
  - 12.5.4. has 5 sides constructed of a solid, readily sanitized, fluid-impervious material, or, has a bottom and three sides constructed of solid, readily sanitized, fluid-impervious material and a top constructed to prevent escape and animal to animal contact. The top, if not solid, must be kept clear of material at all times
  - 12.5.5. has a door effective to prevent the contained animal from escape
- 12.6. If reasonable accommodations can be provided for fecal, urinary elimination and exercise for animals outdoors, then an indoor exercise run is not required.
- 12.7. If an indoor exercise run is present, then the run shall meet the following requirements:
  - 12.7.1. is at least 0.75 meters or (2.5 feet) wide, 1.5 meters or (5.0 feet) high and 1.35 square meters or (15 square feet) in area
  - 12.7.2. is constructed so liquid from one run is not accessible to an animal in another run
  - 12.7.3. has a door which does not open onto another run
  - 12.7.4. is well constructed and secure
  - 12.7.5. is well ventilated
  - 12.7.6. is maintained in a clean, dry and sanitary manner
- 12.8. Any outdoor exercise area in which animals are unattended, must provide adequate protection from the elements and is covered by a roof or ceiling of solid and fluid impervious material.
- 12.9. For the purpose of feeding confined animals, the facility contains,
  - 12.9.1. a dry area for the storage of food,
  - 12.9.2. containers and utensils for feeding and watering animals that are made of readily sanitized material or are disposable.
- 12.10. The food storage area contains sufficient quantity and variety of food to feed nutritiously the reasonably expected number and variety of confined animals.
- 12.11. The facility contains:
  - 12.11.1. equipment and materials for minor grooming of animals, including a sink or tub, dryer and brushes
  - 12.11.2. equipment and materials for applying disinfectants to compartments
  - 12.11.3. material for clean, dry bedding
  - 12.11.4. blankets or towels for the prevention of heat loss
  - 12.11.5. equipment and materials for identifying animals and their compartments
  - 12.11.6. cat litter and litter trays if cats are expected for treatment
  - 12.11.7. containers for waste from confinement areas

- 12.12. If there is an indoor run then, partitions between runs are at least 1.5 meters (5.0 feet) high and are solid from the floor up to a height of at least 1.2 meters (4.0 feet) to prevent nose-to-nose contact between animals in adjacent runs.

## Part 13.0 Necropsy

### 13. Necropsy

- 13.1. Unless records kept at the facility demonstrate a regular pattern of transferal for necropsy to another member, the facility contains an area that can be used for the performance of necropsy.

If yes,

- 13.2. The necropsy area contains or has readily available at least one of each of the following:
  - 13.2.1. knives
  - 13.2.2. scalpels
  - 13.2.3. scissors
  - 13.2.4. bone cutters or saws
  - 13.2.5. forceps
  - 13.2.6. gloves
  - 13.2.7. specimen containers

## Part 14.0 Facility Maintenance

### 14. Facility Maintenance

- 14.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 14.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area and the area around the building are free of impediments and obstructions.
- 14.3. The floors and walls throughout the entire facility are readily sanitized.
- 14.4. Animal remains are disposed of within 24 hours unless frozen.

## Part 15.0 Safety

### 15. Safety

- 15.1. Clear written instructions for the evacuation of animals and staff from the facility in case of fire or other emergency are posted prominently.
- 15.2. There is a source of emergency lighting in the facility, e.g., large flashlight.
- 15.3. Emergency telephone numbers for police, fire department, hospital and poison-control centre are posted.

- 15.4. Doors and windows are self-closing or otherwise secured to prevent the escape or theft of animals and the theft of drugs.
- 15.5. There is adequate exterior illumination of entrances, walkways and parking areas.
- 15.6. The facility contains at least one readily accessible all-purpose fire extinguisher.
- 15.7. The facility contains an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, as well as personal protective equipment.
- 15.N. The facility is expected to comply with the current local municipal, provincial and federal legislation.

## TITLE 6. COMPANION ANIMAL SPAY-NEUTER CLINIC

This title contains the qualifications or minimum standards, for the accreditation of a veterinary facility as a spay-neuter clinic.

### Part 1.0 General

#### 1. General

- 1.1. The facility,
  - 1.1.1. is self-contained,
  - 1.1.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway or mall.
- 1.2. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.3. The facility is not, and does not appear to be, associated with or operated in connection with another enterprise.
  - 1.3.N. Standards 1.2 and 1.3 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.5. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (5), (6), and (7) include the following provisions:

The record for each companion animal contains:

- 1.5.1. patient identification, including species, breed, colour, age and sex
- 1.5.2. client's name, address and telephone numbers
- 1.5.3. if the client is likely to be absent from his or her address while the animal is confined with the member, the name, address and telephone number of a person to be contacted in case of an emergency
- 1.5.4. date of each time that the member sees the animal
- 1.5.5. history of the animal's health, including a record of vaccinations
- 1.5.6. the animal's current weight
- 1.5.7. particulars of each assessment, including physical examination data and diagnostic investigations performed or ordered by the member and the results of each assessment
- 1.5.8. a note of any professional advice given regarding the animal and an indication of when and to whom the advice was given if other than the client
- 1.5.9. all medical or surgical treatments and procedures used, dispensed, prescribed or performed by or at the direction of the member, including the name, strength, dose and quantity of any drugs.
  - 1.5.9.1. One of the following with respect to each surgical treatment:
    - 1.5.9.1.1. written consent to the surgical treatment signed by or on behalf of the
    - 1.5.9.1.2. owner of the animal,



- 1.5.9.1.3. a note that the owner of the animal or a person on the owner's behalf consented orally to the surgical treatment, and the reason why the consent was not in writing,
  - 1.5.9.1.4. a note that neither the owner of the animal nor anyone on the owner's behalf was available to consent to the surgical treatment, and the reason why, in the member's opinion, it was medically advisable to conduct the surgical treatment.
  - 1.5.10. a copy of all reports prepared by the member in respect of the animal
  - 1.5.11. final assessment of the animal
  - 1.5.12. fees and charges, showing separately those for drugs and those for advice or other services
  - 1.5.13. any additional records required by this Regulation
  - 1.5.14. records are legibly written or typewritten
  - 1.5.15. records are kept in a systematic manner
  - 1.5.16. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
  - 1.5.17. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
  - 1.5.18. the records required by this section may be made and maintained in an electronic computer system that:
    - 1.5.18.1. Provides a visual display of the recorded information
    - 1.5.18.2. Provides a means of access to the record of each animal by its name or other unique identifier
    - 1.5.18.3. Is capable of printing the recorded information promptly
    - 1.5.18.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
  - 1.5.19. The electronic computer system maintains an audit trail that:
    - 1.5.19.1. Records the date and time of each entry of information for each animal
    - 1.5.19.2. Indicates any changes in the recorded information
    - 1.5.19.3. Preserves the original content of the recorded information when changed or updated
    - 1.5.19.4. Is capable of being printed separately from the recorded information of each animal
  - 1.5.20. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
  - 1.5.21. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
  - 1.5.22. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.
- 1.6. The facility contains consent-to-surgery forms for execution by clients, and there is evidence that the forms are used and maintained in the animal's medical record.
- 1.7. There is a written agreement between the member or members who own or lease the facility and the member or members who own or lease an accredited companion animal hospital in close geographic proximity to the facility.
- 1.7.N. Where the facility is owned or leased by a municipal corporation, the member or members responsible for the operation of the facility make the written agreement required

by standards 1.7 and 1.8.

- 1.8. The written agreement provides that the member or members who own or lease the companion animal hospital, or his, her or their associates, will provide emergency services for animals referred to him, her or them by a member practicing in the companion animal spay-neuter clinic that may be required as a result of a spay-neuter procedure.

## Part 2.0 Library

### 2. Library

#### 2.1. The facility contains:

- 2.1.1. a copy of the *Veterinarians Act* and the regulations, standards and by-laws under the Act
- 2.1.2. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*
- 2.1.3. a human pharmaceutical reference that is relevant to the Canadian context
- 2.1.4. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years

2.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 3.0 Client Amenities

### 3. Client Amenities

#### 3.1. The facility contains a reception area.

3.1.N. The reception area cannot be within the examination room.

#### 3.2. The reception area,

- 3.2.1. is entered directly from the outside of the facility,
- 3.2.2. contains sufficient seating for the reasonably expected number of clients.

#### 3.3. The furniture in the reception area is clean and in good repair.

#### 3.4. The facility contains a washroom that can be used by clients.

## Part 4.0 Examination Room

### 4. Examination Room

#### 4.1. The facility contains a room for the physical examination of animals.

4.1.N. The examination room may also be used as a treatment area.

- 4.2. The examination room is,
  - 4.2.1. large enough for a veterinarian to examine an animal conveniently with a client present in the area, together with any necessary (and at least one) assistant and the required equipment,
  - 4.2.2. well lit.
- 4.3. The examination room contains,
  - 4.3.1. an examination table, with a readily sanitized, fluid-impervious surface,
  - 4.3.2. a waste receptacle.
- 4.4. The following equipment and supplies are readily available in the facility:
  - 4.4.1. restraint devices such as a leash, muzzle or safety snare
  - 4.4.2. stethoscope
  - 4.4.3. alcohol or other disinfectant
  - 4.4.4. thermometer
  - 4.4.5. examination gloves
  - 4.4.6. lubricant
  - 4.4.7. disinfectant for the examination table and applicators for the disinfectant
  - 4.4.8. a weigh scale appropriate to the weights of reasonably expected animals

## Part 5.0 Pharmacy

### 5. Pharmacy

- 5.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 5.2. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 5.3. Expired drugs are kept separate from unexpired drugs and are discarded or returned to the manufacturer promptly after expiry.
- 5.4. Drugs requiring refrigeration are kept in a refrigerator.
- 5.5. The facility contains at least one each of the following:
  - 5.5.1. adrenergic/sympathomimetic
  - 5.5.2. anti-cholinergic
  - 5.5.3. sedative/tranquilizer
  - 5.5.4. anti-inflammatory
  - 5.5.5. anti-microbial for intramuscular and intravenous administration
  - 5.5.6. diuretic
  - 5.5.7. replacement fluids for intravenous administration
  - 5.5.8. if narcotics are used, a narcotic reversal agent
- 5.6. The facility does not contain biologics.
- 5.7. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 5.7.1. the date of purchase of the drug and, if different, the date the member received the drug
  - 5.7.2. the name, strength and quantity of the drug received
  - 5.7.3. name and address of the person from whom the drug was purchased
  - 5.7.4. purchase price
  - 5.7.5. in the case of a controlled substance, ketamine or a targeted drug, the signature of the member who made the purchase and the signature of the person who received it
- 5.8. If drugs are dispensed from the hospital, the containers in which the drugs are dispensed are marked with:
- 5.8.1. the name, strength and quantity of the drug
  - 5.8.2. the date the drug is dispensed
  - 5.8.3. the name and address of the member
  - 5.8.4. the identity of the animal or group of animals for which it is dispensed
  - 5.8.5. the name of the owner of the animal(s)
  - 5.8.6. prescribed directions for use
- 5.9. If controlled substances are dispensed from the hospital, a controlled substances register is kept and contains the following information;
- 5.9.1. the date the controlled substance is dispensed or administered
  - 5.9.2. the name and address of the client
  - 5.9.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 5.9.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered

## Part 6.0 Laboratory

### 6. Laboratory

- 6.1. Histopathology procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures.

## Part 7.0 Radiology

### 7. Radiology

- 7.1. Since radiology is not performed in the facility, the facility does not contain items that would allow the taking or developing of x-rays.

## Part 8.0 Animal Preparation Area

### 8. Animal Preparation Area

- 8.1. The facility contains one or more areas for preparing animals for surgery.
  - 8.1.N. The animal preparation area is separate from the operating room and the reception area but may be part of the examination room.

- 8.2. Each such area is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment.
- 8.3. The animal preparation area contains:
  - 8.3.1. electric hair clippers and a fine surgical blade or a razor for hair removal
  - 8.3.2. vacuum cleaner
  - 8.3.3. preparations for cleansing skin and other tissue prior to surgery, including a skin cleaning solvent and an antiseptic skin preparation solution
  - 8.3.4. a table large enough for treatment of an animal, with a readily sanitized, fluid- impervious surface
  - 8.3.5. sterile gauze sponges
  - 8.3.6. absorbable and non-absorbable sterile suture material
  - 8.3.7. a drained sink with hot and cold running water
  - 8.3.8. sterile intravenous catheters and administration sets
  - 8.3.9. intravenous stand or equivalent
  - 8.3.10. drainage tubes, irrigation solutions and irrigation application supplies
  - 8.3.11. sterile needles and syringes
  - 8.3.12. cotton, gauze, bandages, tapes and splints

## Part 9.0 Anaesthesia

### 9. Anaesthesia

- 9.1. The facility contains an area for the administration of general anaesthesia (can be the same area as the animal preparation area).
- 9.2. The anaesthesia area contains or has readily available within the facility:
  - 9.2.1. pre-anesthetic agents
  - 9.2.2. induction anesthetic agents for intravenous administration
  - 9.2.3. cuffed endotracheal tubes and tube adaptors appropriate to the tracheal sizes of reasonably expected animals
  - 9.2.4. antiseptic agent for venipuncture preparation
  - 9.2.5. sterilized needles and syringes
  - 9.2.6. a machine for the administration of gaseous anaesthesia that includes a canister containing a fresh agent to absorb carbon dioxide
  - 9.2.7. gaseous agent for the induction and maintenance of general anaesthesia
  - 9.2.8. a cylinder of compressed medical oxygen that is securely fastened
  - 9.2.9. a gas scavenging system that complies with the requirements of the *Occupational Health and Safety Act*
  - 9.2.10. a bag device for monitoring respiration or an electronic respiratory monitor
  - 9.2.11. a stethoscope
  - 9.2.12. an esophageal stethoscope for cardiac monitoring or an electrocardiograph machine
  - 9.2.13. a blanket or towel to retain an animal's body heat
- 9.3. The facility contains an anesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia in the facility:
  - 9.3.1. the date of induction
  - 9.3.2. the name of the client
  - 9.3.3. the breed, age, sex, weight and identity of the anesthetized animal

- 9.3.4. the pre-anesthetic condition of the animal, e.g., whether the animal was healthy; indicated a mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
- 9.3.5. the name, dose and route of administration of any pre-anesthetic agents
- 9.3.6. the name, dose and route of administration of anesthetic agents
- 9.3.7. the nature of the procedures performed under the anesthetic
- 9.3.8. the post-anesthetic condition of the animal, e.g. whether the animal recovered normally; demonstrated vocalization, excitement or paddling; demonstrated extreme vocalization, convulsions or vomiting; suffered cardiac or respiratory arrest; or died

## Part 10.0 Operating Room

### 10. Operating Room

- 10.1. The facility contains a completely enclosed room used solely for the performance of major surgical procedures under sterile conditions.
- 10.2. The operating room,
  - 10.2.1. is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment,
  - 10.2.2. has walls, floor and doors of solid, fluid-impervious material that can be readily sanitized.
- 10.3. The operating room contains:
  - 10.3.1. a surgical table with a readily sanitized, fluid-impervious surface
  - 10.3.2. an insulating pad to reduce heat loss from the animal's body to the surface of the operating table
  - 10.3.3. at least one adjustable surgical lamp
  - 10.3.4. absorbable and non-absorbable sterile suture material
  - 10.3.5. instruments, gowns, towels, drapes, gloves, gauze sponges, needles and scalpel blades, which are sterilized
  - 10.3.6. an instrument table or tray with a readily sanitized surface
  - 10.3.7. a garbage disposal container with a readily sanitized, fluid-impervious interior or a disposable fluid-impervious liner
  - 10.3.8. a catheter, delivery system and fluids for the intravenous administration of parenteral fluids
  - 10.3.9. all items sterilized in the facility display the date of sterilization and the name or initials of the person who carried out the sterilization
  - 10.3.10. the following sterilized instruments:
    - 10.3.10.1. scissors
    - 10.3.10.2. 2 thumb forceps
    - 10.3.10.3. 4 towel clamps
    - 10.3.10.4. scalpel handle (not required if disposable sterile scalpels used)
    - 10.3.10.5. 4 hemostatic forceps
    - 10.3.10.6. needle driver
  - 10.3.11. all packs contain an internal sterility monitor
  - 10.3.12. surgical caps and masks
- 10.4. The operating room does not contain a wet sink.

- 10.4.N. Standard 10.4 does not apply to a facility which had been accredited as a companion animal hospital before January 1st, 1990, and, after that date, continues as an accredited companion animal hospital without interruption and is not enlarged or extended.
- 10.5. The facility contains a surgical log, either alone or in combination with the anesthetic log, in which is entered in respect of each major surgical procedure performed in the facility,
- 10.5.1. the date of each procedure
  - 10.5.2. the name of the client
  - 10.5.3. the breed, age, sex, weight and identity of the animal upon which the procedure is performed
  - 10.5.4. the name of the surgeon
  - 10.5.5. the nature of each procedure
  - 10.5.6. the animal's pre-operative condition, e.g. whether the animal was healthy; indicated mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 10.5.7. the animal's post-operative condition, e.g. whether the animal demonstrated an unremarkable condition and status during the post-surgical period; required post-surgical care; or died during or shortly after surgery
  - 10.5.8. the length of time taken to perform the procedure
- 10.6. The facility contains, outside the operating room, a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).
- 10.7. No items other than those pertaining to surgery should be stored in the operating room.
- 10.8. If laser surgery is to be performed, the following items must be present:
- 10.8.1. Dedicated smoke evacuator
  - 10.8.2. Minimum of two pairs of laser rated safety glasses or goggles
  - 10.8.3. Appropriate number of face masks (minimum 0.1 microns filtration PEE)

## Part 11.0 Confinement

### 11. Confinement

- 11.1. There are one or more areas for,
- 11.1.1. the confinement of animals in compartments,
  - 11.1.2. the exercise and holding of animals in at least one run.
- 11.2. The facility contains enough compartments and runs to accommodate the reasonably expected number of confined animals.
- 11.2.N. If the facility is restricted to cats, the facility need not contain a run.
- 11.3. Each confinement area,
- 11.3.1. is constructed of readily sanitized, fluid-impervious material,
  - 11.3.2. is well lit,
  - 11.3.3. has adequate air circulation in it,

- 11.3.4. is covered by a roof or ceiling of solid and fluid-impervious material. (If there are indoor runs, then each outdoor run, if present, need not comply with 11.3.4).
- 11.4. The compartments are large enough to accommodate comfortably animals of the reasonably expected sizes.
- 11.5. Each compartment:
  - 11.5.1. allows adequate amounts of air to circulate within it
  - 11.5.2. is secure and solidly constructed
  - 11.5.3. permits easy observation of the animal
  - 11.5.4. has 5 sides constructed of a solid, readily sanitized, fluid-impervious material, or, has a bottom and three sides constructed of solid, readily sanitized, fluid-impervious material and a top constructed to prevent escape and animal to animal contact. The top, if not solid, must be kept clear of material at all times
  - 11.5.5. has a door effective to prevent the contained animal from escape
- 11.6. The facility contains:
  - 11.6.1. equipment and materials for minor grooming of animals, including a sink or tub, dryer and brushes
  - 11.6.2. equipment and materials for applying disinfectants to compartments
  - 11.6.3. material for clean, dry bedding
  - 11.6.4. blankets or towels for the prevention of heat loss
  - 11.6.5. equipment and materials for identifying animals and their compartments
  - 11.6.6. cat litter and litter trays if cats are expected
  - 11.6.7. containers for waste from confinement areas
- 11.7. For the purposes of feeding confined animals, the facility contains,
  - 11.7.1. a dry area for the storage of food,
  - 11.7.2. containers and utensils for feeding and watering animals that are made of readily sanitized material or are disposable.
- 11.8. The food storage area contains sufficient quantity and variety of food to feed nutritiously the reasonably expected number and variety of confined animals.
- 11.9. Each run:
  - 11.9.1. is at least 2.5 feet (or 0.75 metres) wide, 5.0 feet (or 1.5 metres) high and 15 square feet (or 1.35 square metres) in area
  - 11.9.2. is constructed so liquid from one run is not accessible to an animal in another run
  - 11.9.3. has a door which does not open onto another run
  - 11.9.4. is well constructed and secure
  - 11.9.5. is well ventilated
  - 11.9.6. is maintained in a clean, dry and sanitary manner
- 11.10. Partitions between runs are at least 5.0 feet (1.5 metres) high and are solid from the floor up to a height of at least 4.0 feet (1.2 metres) to prevent nose to nose contact between animals in adjacent runs.
- 11.11. If no indoor run is provided, then the outdoor run or runs must provide adequate protection from the elements.



## Part 12.0 Necropsy

### 12. Necropsy

- 12.1. Unless records kept at the facility demonstrate a regular pattern of transferal for necropsy to another member, the facility contains an area that can be used for the performance of necropsy.
- 12.2. The necropsy area contains or has readily available at least one of each of the following;
  - 12.2.1. knives
  - 12.2.2. scalpels
  - 12.2.3. scissors
  - 12.2.4. bone cutters or saws
  - 12.2.5. forceps

## Part 13.0 Housekeeping

### 13. Housekeeping

- 13.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 13.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area and the area around the building are free of impediments and obstructions.
- 13.3. The floors and walls throughout the entire facility are readily sanitized.
- 13.4. Carcasses are disposed of within 24 hours unless frozen.
- 13.5. The facility contains, outside the operating room, an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, including,
  - 13.5.1. towels,
  - 13.5.2. smocks, lab coats, aprons or some combination of them,
  - 13.5.3. masks and caps.

## Part 14.0 Safety

### 14. Safety

- 14.1. Clear written instructions for the evacuation of animals and staff from the facility in case of fire or other emergency are posted prominently.
- 14.2. There is a source of emergency lighting in the facility, e.g. large flashlight.
- 14.3. Emergency telephone numbers for police, fire department, hospital and poison-control centre are posted.
- 14.4. Doors and windows are self-closing or otherwise secured to prevent the escape or theft of animals and the theft of drugs.

- 14.5. There is adequate exterior illumination of entrances, walkways and parking areas.
- 14.6. The facility contains at least one readily accessible all-purpose fire extinguisher.
- 14.N. The facility is expected to comply with the current local municipal fire code.

## TITLE 7. FOOD PRODUCING ANIMAL HOSPITAL

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a food-producing animal hospital.

### Part 1.0 General

#### 1. General

- 1.1. The facility,
  - 1.1.1. is self-contained,
  - 1.1.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway or mall.
- 1.2. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.3. The facility is not, and does not appear to be, associated with or operated in connection with another enterprise.
  - 1.3.N. Standards 1.2 and 1.3 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.5. Records are kept in the facility in accordance with the relevant provisions in the Regulations.

The records required in respect of each food-producing animal or herd shall contain the following information:

- 1.5.1. Individual or herd identification, including breed and sex
- 1.5.2. If individual advice or care is given, at least one of the animal's name, the animal's tattoo or ear-tag number or the animal's colour, markings or other distinguishing physical features
- 1.5.3. The client's name, address and telephone numbers
- 1.5.4. The name and telephone number of a person to be contacted in the absence of the client
- 1.5.5. Date of each service
- 1.5.6. A history of the presenting complaint
- 1.5.7. If there is a presenting complaint, particulars of each assessment, including any laboratory investigations performed or ordered by the member and the results of each assessment
- 1.5.8. A note of any professional advice regarding the individual or herd and an indication of to whom the advice was given if other than to the client
- 1.5.9. A complete record of all written prescriptions and drugs that the member has prescribed or dispensed
- 1.5.10. A copy of any report prepared by the member in respect of the individual or herd
- 1.5.11. The fees and charges, showing separately those for drugs and those for advice or other services
- 1.5.12. Any additional records required by this Regulation

- 1.5.13. records are legibly written or typewritten
- 1.5.14. records are kept in a systematic manner
- 1.5.15. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
- 1.5.16. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
- 1.5.17. the records required under this section may be made and maintained in an Electronic computer system that:
  - 1.5.17.1. Provides a visual display of the recorded information
  - 1.5.17.2. Provides a means of access to the record of each animal by its name or other unique identifier
  - 1.5.17.3. Is capable of printing the recorded information promptly
  - 1.5.17.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
- 1.5.18. the electronic computer system maintains an audit trail that:
  - 1.5.18.1. Records the date and time of each entry of information for each animal
  - 1.5.18.2. Indicates any changes in the recorded information
  - 1.5.18.3. Preserves the original content of the recorded information when changed or updated
  - 1.5.18.4. Is capable of being printed separately from the recorded information of each animal
- 1.5.19. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
- 1.5.20. The electronic computer system automatically backs up files and allows the recovery of backed-up-files or otherwise provides reasonable protection against loss of damage to and inaccessibility of information.
- 1.5.21. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.

## Part 2.0 Library

### 2. Library

- 2.1. The facility contains:
  - 2.1.1. 1 or more veterinary reference textbooks published within the prior five years on basic topics in food producing animal medicine or surgery (such as diagnosis, therapy or surgery)
  - 2.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in food producing animal medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
  - 2.1.3. a copy of the *Veterinarians Act*, and the regulations, standards and by-laws under the Act
  - 2.1.4. a copy of the *Health of Animals Act (Canada)*
  - 2.1.5. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*
  - 2.1.6. a copy of the *Compendium of Medicating Ingredients Brochures*
  - 2.1.7. a human pharmaceutical reference that is relevant to the Canadian context
  - 2.1.8. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years
- 2.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 3.0 Client Amenities

### 3. Client Amenities

3.1. The facility contains a reception area.

3.1.N. The reception area cannot be within the examination room.

3.2. The reception area,

3.2.1. is free from physical impediments or obstructions,

3.2.2. contains sufficient seating for the reasonably expected number of clients.

3.3. The furniture in the reception area is clean and in good repair.

3.4. The facility contains a washroom that can be used by clients.

## Part 4.0 Examination Area

### 4. Examination Area

4.1. The facility contains an area for the physical examination of animals.

4.1.N. The examination area may also be used as a treatment area or a confinement area or both.

4.2. The examination area is,

4.2.1. large enough for a veterinarian to examine an animal conveniently with a client present in the area, together with the required equipment,

4.2.2. constructed of readily sanitized material,

4.2.3. well lit.

4.3. The examination area contains a waste receptacle.

4.4. The following equipment is readily available for each examination area in the facility:

4.4.1. appropriate restraint devices (e.g. rope)

4.4.2. stethoscope

4.4.3. alcohol or other disinfectant

4.4.4. thermometer

4.4.5. examination gloves

4.4.6. lubricant

4.4.7. examination light

## Part 5.0 Pharmacy

### 5. Pharmacy

- 5.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 5.2. Secondary containers for the storage of drugs have labels containing the name, strength and lot number where applicable and expiry date of the drug.
- 5.3. Expired drugs are kept separate from unexpired drugs and are discarded or returned to the manufacturer promptly after expiry.
- 5.4. Biologics and other drugs requiring refrigeration are kept in a refrigerator.
- 5.5. The facility contains at least one each of the following:
  - 5.5.1. adrenergic/sympathomimetic
  - 5.5.2. analgesic
  - 5.5.3. sedative/tranquilizer
  - 5.5.4. anesthetic: local/regional
  - 5.5.5. anti-inflammatory
  - 5.5.6. anti-microbial for intramuscular, intramammary, and intravenous administration
  - 5.5.7. diuretic
  - 5.5.8. replacement fluids including those for intravenous administration
  - 5.5.9. oral electrolyte
  - 5.5.10. anti-convulsant
  - 5.5.11. surfactant
  - 5.5.12. parasiticide
- 5.6. The facility contains biologics for common infectious diseases.
- 5.7. If drugs are dispensed from the facility, the containers in which the drugs are dispensed are marked with:
  - 5.7.1. the name, strength and quantity of the drug
  - 5.7.2. the date the drug is dispensed
  - 5.7.3. the name and address of the member
  - 5.7.4. the identity of the animal or group of animals for which it is dispensed
  - 5.7.5. the name of the owner of the animal(s)
  - 5.7.6. prescribed directions for use
  - 5.7.7. when the member dispenses a drug or substance for use in food producing animals, the container in which the drug or substance is dispensed shall include on the label, legibly and conspicuously displayed on the outer surface of the container, a warning of an appropriate withholding time, which shall be at least as long as the withholding time recommended by the manufacturer
- 5.8. If controlled substances are dispensed from the facility, a controlled substances register is kept and contains the following information;
  - 5.8.1. the date the controlled substance is dispensed or administered
  - 5.8.2. the name and address of the client
  - 5.8.3. the name, strength and quantity of the controlled substance dispensed or administered

- 5.8.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 5.9. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of every drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 5.9.1. the date of purchase of the drug and, if different, the date the member received the drug
- 5.9.2. the name, strength and quantity of the drug received
- 5.9.3. name and address of the person from whom the drug was purchased
- 5.9.4. purchase price
- 5.9.5. in the case of a controlled substance the signature of the member who made the purchase and the signature of the person who received it

## Part 6.0 Laboratory

### 6. Laboratory

- 6.1. The facility contains:
  - 6.1.1. microscope, microscope slides and cover slips
  - 6.1.2. centrifuge and centrifuge tubes
  - 6.1.3. microhematocrit centrifuge, microhematocrit capillary tubes and tube sealant
  - 6.1.4. refractometer
  - 6.1.5. urinalysis test strip or tablet reagents or both
  - 6.1.6. staining solutions and chemicals for blood, urine and cytology examinations
  - 6.1.7. solutions and equipment for performing fecal examinations
  - 6.1.8. equipment suitable for the collection of the specimens needed for the procedures in standard 6.2,
  - 6.1.9. forms for recording laboratory test results
- 6.1.N. The centrifuges required by items 6.1.2 and 6.1.3 may be the same if the machine is suitable for both types.
- 6.2. In addition to the necropsy standards in part 12, the following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:
  - 6.2.1. hematology
  - 6.2.2. biochemistry
  - 6.2.3. immunology
  - 6.2.4. cytology
  - 6.2.5. microbiology
  - 6.2.6. histopathology
  - 6.2.7. parasitology

## Part 7.0 Radiology

### 7. Radiology

7.0.N. This part does not apply to a facility in which no orthopedic surgery is performed.

7.1. The facility contains a diagnostic x-ray machine with a collimator or cone.

7.2. The facility contains:

- 7.2.1. two protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees
- 7.2.2. at least one pair of gloves of at least 0.5 lead equivalent with cuffs at least 37.5 cm. long
- 7.2.3. individual monitoring badges obtained from Health and Welfare Canada, which are worn by all people regularly involved in radiology procedures
- 7.2.4. equipment to identify radiographs all of which are permanently identified with:
  - 7.2.4.1. the name of the veterinarian or the designation of the facility or both
  - 7.2.4.2. identification of the animal and of the client
  - 7.2.4.3. the date of the radiograph
  - 7.2.4.4. an indication of the area of the body including the left or right side of the animal
- 7.2.5. a radiographic log in which is entered:
  - 7.2.5.1. the date each radiograph is taken
  - 7.2.5.2. identification of the animal and the client
  - 7.2.5.3. MAS and kV, if it varies from the technique chart
  - 7.2.5.4. the area of the body exposed to the radiograph
  - 7.2.5.5. the number of radiographs taken of each animal on a particular visit
- 7.2.6. at least 2 film cassettes (holders)
- 7.2.7. fresh, unexposed x-ray film that is properly stored
- 7.2.8. a machine that automatically develops radiographs or, alternatively, a dark room that contains:
  - 7.2.8.1. a tank or tray containing fresh chemicals for developing and fixing exposed film
  - 7.2.8.2. a tank or tray containing water for washing film
  - 7.2.8.3. a tank thermometer
  - 7.2.8.4. a safety light
  - 7.2.8.5. film hangers
- 7.2.9. a radiographic viewer
- 7.2.10. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS and kV and focal distance for specific body area and thicknesses
- 7.2.11. protective equipment which includes, at least two thyroid protectors

7.3. For each x-ray source in the facility, an application in accordance with section 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act.

7.4. Radiographs not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner and, in either case, are retained for a period of at least 5 years.

7.5. The radiographs are of diagnostic quality.



## Part 8.0 Treatment Area

### 8. Treatment Area

- 8.1. The facility contains one or more treatment areas which can be used for performing minor (non-sterile) surgery.
  - 8.1.N The treatment area is separate from the reception area.
- 8.2. Each such area is large enough to accommodate readily a veterinarian, an animal, any necessary assistants and the required equipment.
- 8.3. The treatment area contains or has readily available:
  - 8.3.1. electric hair clippers and a fine surgical blade or razor for hair removal
  - 8.3.2. preparations for cleansing skin and other tissue prior to surgery, including a skin cleaning solvent and an antiseptic skin-preparation solution
  - 8.3.3. cold sterilization concentrate and a tray or container of cold sterilization solution, or sterilized packs with appropriate instrumentation
  - 8.3.4. absorbable and non-absorbable sterile suture material
  - 8.3.5. a drained sink with hot and cold running water
  - 8.3.6. sterile intravenous catheters and administration sets
  - 8.3.7. intravenous stand or equivalent
  - 8.3.8. drainage tubes, irrigation solutions and irrigation application supplies
  - 8.3.9. sterile needles and syringes
  - 8.3.10. cotton, sterile gauze, bandages, and appropriate splinting devices
  - 8.3.11. sterile urinary catheters
  - 8.3.12. at least two appropriately sized stomach tubes
  - 8.3.13. trocar and cannula

## Part 9.0 Anaesthesia

### 9. Anaesthesia

- 9.0.N. Part 9 applies to a facility in which general anaesthesia is administered.
- 9.1. The facility contains an area for the administration of general anaesthesia.
  - 9.1.N. The anaesthesia area may be part of the operating area.
- 9.2. The anaesthesia area has emergency lighting in case of a power failure.
  - 9.2.N. If general anaesthesia is administered in the facility only by intravenous, and not by gaseous means, then standard 9.4, and not standard 9.3 applies.
- 9.3. The anaesthesia area contains:
  - 9.3.1. pre-anesthetic agents
  - 9.3.2. induction anesthetic agents for intravenous administration
  - 9.3.3. anesthetic and pre-anesthetic antagonists
  - 9.3.4. antiseptic agent for venipuncture preparation
  - 9.3.5. sterilized needles and syringes
  - 9.3.6. a stethoscope

- 9.3.7. a cover for the prevention of heat loss from an anesthetized animal
  - 9.3.8. cuffed endotracheal tubes and tube adaptors appropriate to the tracheal sizes of reasonably expected animals
  - 9.3.9. a machine for the administration of gaseous anaesthesia that includes a canister containing a fresh agent to absorb carbon dioxide
  - 9.3.10. gaseous agent for the induction and maintenance of general anaesthesia
  - 9.3.11. a cylinder of compressed medical oxygen that is securely fastened
  - 9.3.12. a gas scavenging system that complies with the requirements of the *Occupational Health and Safety Act*
  - 9.3.13. a bag device for monitoring respiration or an electronic respiratory monitor
- 9.4. The anaesthesia area contains:
- 9.4.1. pre-anesthetic agents
  - 9.4.2. anesthetic agents for intravenous administration
  - 9.4.3. antiseptic agent for venipuncture preparation
  - 9.4.4. sterilized needles and syringes
  - 9.4.5. a cylinder of compressed medical oxygen, a means of holding it securely for purposes of safety and a device for administration of the oxygen
  - 9.4.6. a stethoscope
- 9.5. The facility contains an anesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia:
- 9.5.1. the date of each procedure
  - 9.5.2. the identification of the client
  - 9.5.3. the breed, age, sex, estimated weight and identity of the anesthetized animal
  - 9.5.4. the name, dose and route of administration of all anesthetic agents
  - 9.5.5. the nature of each procedure
  - 9.5.6. the animal's pre-anesthetic condition
  - 9.5.7. the animal's post-anesthetic condition

## Part 10.0 Operating Area

### 10. Operating Area

- 10.1. The facility contains an area for the performance of major surgical procedures.
- 10.2. The facility contains,
- 10.2.1. a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).
- 10.3. The operating area,
- 10.3.1. is large enough to accommodate readily a veterinarian, an animal, any necessary assistants and the required equipment
  - 10.3.2. has a drained floor constructed of solid, fluid-impervious material that can be readily sanitized
  - 10.3.3. contains an operating table or an adequately padded area for the surgical procedures performed
- 10.4. The operating area contains, or has readily available:
- 10.4.1. absorbable and non-absorbable sterile suture material

- 10.4.2. instruments, towels, drapes, gloves, gowns, gauze sponges, needles and scalpel blades, all of which are sterilized
  - 10.4.3. an instrument table or tray with readily sanitized surface
  - 10.4.4. a garbage disposal container
  - 10.4.5. a drained sink with hot and cold running water
  - 10.4.6. all items sterilized in the facility display the date of sterilization and the name or initials of the person who carried out the sterilization
  - 10.4.7. sufficient sterile instruments including at least:
    - 10.4.7.1. 1 scalpel handle (not required if disposable scalpels are used)
    - 10.4.7.2. scissors
    - 10.4.7.3. suture needles
    - 10.4.7.4. 1 needle driver
    - 10.4.7.5. 2 thumb forceps
    - 10.4.7.6. 4 hemostatic forceps
  - 10.4.8. an internal sterility monitor
- 10.5. The facility contains a surgical log, either alone or in conjunction with the anesthetic log, in which is entered in respect of each induction of general anesthetic, performed in the facility:
- 10.5.1. the date of each procedure
  - 10.5.2. the identification of the animal and the client
  - 10.5.3. the breed, age, sex, estimated weight and identity of the animal upon which the procedure is performed
  - 10.5.4. the name of the surgeon
  - 10.5.5. the nature of each procedure
  - 10.5.6. the animal's pre-operative condition
  - 10.5.7. the animal's post-operative condition
  - 10.5.8. the length of time taken to perform the procedure

## Part 11.0 Confinement

### 11. Confinement

- 11.1. There are one or more areas for the confinement of animals in compartments.
- 11.2. The confinement area:
- 11.2.1. contains enough compartments to accommodate the reasonably expected number of confined animals,
  - 11.2.2. is well lit,
  - 11.2.3. has adequate air circulation in it.
- 11.3. Each compartment:
- 11.3.1. is large enough to accommodate the animal comfortably
  - 11.3.2. allows adequate amounts of air to circulate within it
  - 11.3.3. is secure and solidly constructed
  - 11.3.4. permits easy observation of the animal
  - 11.3.5. has a door effective to prevent the contained animal from escape
- 11.4. The facility contains:
- 11.4.1. equipment and materials for applying disinfectants to compartments
  - 11.4.2. material for clean, dry bedding
  - 11.4.3. devices for capturing and restraining animals

- 11.4.4. covers for the prevention of heat loss
- 11.4.5. equipment and materials for identifying animals and their compartments
- 11.4.6. containers for waste from confinement areas
  
- 11.5. The waste containers for the confinement areas are emptied daily.
  
- 11.6. For the purposes of feeding and watering confined animals, the facility contains:
  - 11.6.1. a dry area for the storage of food
  - 11.6.2. containers and utensils that are made of readily sanitized material or are disposable
  - 11.6.3. a fresh water supply
  
- 11.7. The food storage area contains sufficient quantity and variety of food to feed nutritiously the reasonably expected number and variety of confined animals.
  
- 11.8. There is evidence of good husbandry in the confinement area.

## Part 12.0 Necropsy

### 12. Necropsy

- 12.1. The facility contains an area that can be used for the performance of necropsy unless the necropsy is performed elsewhere.
  
- 12.2. If necropsies are done in the facility, the following is readily available,
  - 12.2.1. sufficient equipment to perform a necropsy,
  - 12.2.2. containers of formalin.

## Part 13.0 Housekeeping

### 13. Housekeeping

- T
- 13.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
  
- 13.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area and the area around the building are free of impediments and obstructions.
  
- 13.3. The floors and walls throughout the entire facility are readily sanitized.
  
- 13.4. The facility contains an adequate supply of clean towels and coveralls or lab coats or smocks.

## Part 14.0 Safety

### 14. Safety

- 14.1. Clear written instructions for the evacuation of animals and staff from the facility in case of fire or other emergency are posted prominently.

- 14.2. Emergency telephone numbers for police, fire department, hospital and poison-control centre are posted.
- 14.3. There is a source of emergency lighting in the facility, e.g. large flashlight.
- 14.4. Doors and windows are self-closing or otherwise secured to prevent the escape of animals and the theft of drugs.
- 14.5. There is adequate exterior illumination of entrances, walkways and parking areas.
- 14.6. The facility contains at least one readily accessible all-purpose fire extinguisher.
- 14.N. The facility is expected to comply with the current local municipal fire code.

## TITLE 8. FOOD PRODUCING ANIMAL MOBILE

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a:

- Food producing animal mobile
- Food producing animal mobile, restricted to swine
- Food producing animal mobile, restricted to swine, no surgery

### Part 1.0 General

#### 1. General

- 1.1. The facility is composed of,
  - 1.1.1. a stationary element ("base unit"),
  - 1.1.2. one or more elements that are readily mobile from one service location to another ("mobile unit").
- 1.2. The facility is,
  - 1.2.1. self-contained except when the facility is affiliated with a University or College registered with the Ontario Ministry of Training, Colleges and Universities.,
  - 1.2.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway or mall.

1.2.N. If the base unit is part of the owner/director's primary residence, then standard 1.2 does not apply.
- 1.3. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.5. The mobile unit is operated from, and in association with, only the base unit.
- 1.6. The contents of the mobile unit are organized so that they can be obtained readily for efficient service.
- 1.7. Records are kept in the facility in accordance with the relevant provisions in the Regulations. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (2), (5), (6), and (7) include the following provisions  

The records required in respect of each food-producing animal or herd shall contain the following information:

  - 1.7.1. Individual or herd identification, including breed and sex
  - 1.7.2. If individual advice or care is given, at least one of the animal's name, the animal's tattoo or ear-tag number or the animal's colour, markings or other distinguishing physical features
  - 1.7.3. The client's name, address and telephone numbers
  - 1.7.4. The name and telephone number of a person to be contacted in the absence of the client

- 1.7.5. Date of each service
- 1.7.6. A history of the presenting complaint
- 1.7.7. If there is a presenting complaint, particulars of each assessment, including any laboratory investigations performed or ordered by the member and the results of each assessment
- 1.7.8. A note of any professional advice regarding the individual or herd and an indication of to whom the advice was given if other than to the client
- 1.7.9. A complete record of all written prescriptions and drugs that the member has prescribed or dispensed
- 1.7.10. A copy of any report prepared by the member in respect of the individual or herd.
- 1.7.11. The fees and charges, showing separately those for drugs and those for advice or other services
- 1.7.12. Any additional records required by this Regulation
- 1.7.13. records are legibly written or typewritten
- 1.7.14. records are kept in a systematic manner
- 1.7.15. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
- 1.7.16. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
- 1.7.17. the records required under this section may be made and maintained in an electronic computer system that:
  - 1.7.17.1. Provides a visual display of the recorded information
  - 1.7.17.2. Provides a means of access to the record of each animal by its name or other unique identifier
  - 1.7.17.3. Is capable of printing the recorded information promptly
  - 1.7.17.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
- 1.7.18. the electronic computer system maintains an audit trail that:
  - 1.7.18.1. Records the date and time of each entry of information for each animal
  - 1.7.18.2. Indicates any changes in the recorded information
  - 1.7.18.3. Preserves the original content of the recorded information when changed or updated
  - 1.7.18.4. Is capable of being printed separately from the recorded information of each animal
- 1.7.19. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
- 1.7.20. The electronic computer system automatically backs up files and allows the recovery of backed-up-files or otherwise provides reasonable protection against loss of damage to and inaccessibility of information.
- 1.7.21. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.

## Part 2.0 Library

### 2. Library

#### 2.1. The base unit contains:

- 2.1.1. 1 or more veterinary reference textbooks published within the prior five years on basic topics in food-producing animal medicine or surgery (such as diagnosis, therapy or surgery)
- 2.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in food-producing animal medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
- 2.1.3. a copy of the *Veterinarians Act*, and the regulations, standards, and by-laws under the Act
- 2.1.4. a copy of the *Health of Animals Act* (Canada)
- 2.1.5. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*
- 2.1.6. a copy of the *Compendium of Medicating Ingredient Brochures*
- 2.1.7. a human pharmaceutical reference that is relevant to the Canadian context
- 2.1.8. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years

2.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 3.0 Examination Facilities

### 3. Examination Facilities

#### 3.1. The following equipment is readily available in the mobile unit:

- 3.1.1. appropriate restraint devices (e.g. rope)
- 3.1.2. stethoscope
- 3.1.3. alcohol or other disinfectant
- 3.1.4. thermometer
- 3.1.5. examination gloves
- 3.1.6. lubricant
- 3.1.7. examination light

## Part 4.0 Pharmacy

### 4. Pharmacy

- 4.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 4.2. Secondary containers for the storage of drugs have labels containing the name, strength and lot number where applicable and expiry date of the drug.
- 4.3. Expired drugs are kept separate from unexpired drugs and are discarded or returned to the manufacturer promptly after expiry.
- 4.4. Biologics and other drugs in the base unit requiring refrigeration are kept in a refrigerator.



- 4.5. Biologics and other drugs in the mobile unit requiring refrigeration are kept in a device adequate to maintain the temperature recommended by the manufacturer of the biologic or other drug.
- 4.6. The facility contains at least one each of the following:
  - 4.6.1. adrenergic/sympathomimetic
  - 4.6.2. analgesic
  - 4.6.3. sedative/tranquilizer
  - 4.6.4. anesthetic: local/regional
  - 4.6.5. anti-inflammatory
  - 4.6.6. anti-microbial for intramuscular, intramammary, and intravenous administration
  - 4.6.7. diuretic
  - 4.6.8. replacement fluids including those for intravenous administration
  - 4.6.9. oral electrolyte
  - 4.6.10. surfactant
- 4.7. The facility contains biologics for common infectious diseases.
- 4.8. Bulk supplies of drugs are kept in the base unit, and the mobile unit contains drugs sufficient only for the reasonably expected daily need.
- 4.9. If drugs are dispensed from the facility, the containers in which the drugs are dispensed are marked with:
  - 4.9.1. the name, strength and quantity of the drug
  - 4.9.2. the date the drug is dispensed
  - 4.9.3. the name and address of the member
  - 4.9.4. the identity of the animal or group of animals for which it is dispensed
  - 4.9.5. the name of the owner of the animal(s)
  - 4.9.6. prescribed directions for use
  - 4.9.7. when the member dispenses a drug or substance for use in food producing animals, the container in which the drug or substance is dispensed shall include on the label, legibly and conspicuously displayed on the outer surface of the container, a warning of an appropriate withholding time, which shall be at least as long as the withholding time recommended by the manufacturer
- 4.10. If controlled substances are dispensed from the facility, a controlled substances register is kept and contains the following information;
  - 4.10.1. the date the controlled substance is dispensed or administered
  - 4.10.2. the name and address of the client
  - 4.10.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 4.10.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 4.11. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of every drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 4.11.1. the date of purchase of the drug and, if different, the date the member received the drug
- 4.11.2. the name, strength and quantity of the drug received
- 4.11.3. name and address of the person from whom the drug was purchased
- 4.11.4. purchase price

- 4.11.5. in the case of a controlled substance the signature of the member who made the purchase and the signature of the person who received it

## Part 5.0 Laboratory

### 5. Laboratory

- 5.1. The base unit contains,
  - 5.1.1. centrifuge and centrifuge tubes, or a written agreement with an accredited facility, providing 24 hours/day, 365 days/year access to a centrifuge, within close geographical proximity,
  - 5.1.2. bulk supply of equipment suitable for the collection of the specimens needed for the procedures in standard 5.3, forms for recording laboratory test results.
- 5.2. The mobile unit contains,
  - 5.2.1. urinalysis test strip or tablet reagents or both,
  - 5.2.2. equipment and reagents to perform California mastitis tests,
  - 5.2.3. equipment suitable for the collection of the specimens needed for the procedures in standard 5.3.
- 5.3. In addition to the necropsy standards in part 10, the following investigation procedures can be performed within the base unit or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:
  - 5.3.1. hematology
  - 5.3.2. biochemistry
  - 5.3.3. immunology
  - 5.3.4. cytology
  - 5.3.5. microbiology
  - 5.3.6. histopathology
  - 5.3.7. parasitology

## Part 6.0 Radiology (Discretionary)

### 6. Radiology (Discretionary)

- 6.0.N. The mobile unit need not contain an x-ray machine but, if an x-ray machine is present, compliance with the following standards is required.
- 6.1. The mobile unit contains,
  - 6.1.1. an x-ray machine with a collimator or cone,
  - 6.1.2. two protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees,
  - 6.1.3. at least one pair of gloves of at least 0.5 lead equivalent with cuffs at least 37.5 cm. long,
  - 6.1.4. individual monitoring badges obtained from Health and Welfare Canada, which are worn by all people regularly involved in radiology procedures,
  - 6.1.5. equipment to identify radiographs all of which are permanently identified with:
    - 6.1.5.1. the name of the veterinarian or the designation of the facility or both
    - 6.1.5.2. identification of the animal and the client
    - 6.1.5.3. the date of the radiograph
    - 6.1.5.4. an indication of the area of the body including the left or right side of the animal

- 6.1.6. a radiographic log, readily available to the mobile unit, in which is entered:
  - 6.1.6.1. the date each radiograph is taken
  - 6.1.6.2. identification of the animal and of the client
  - 6.1.6.3. MAS and kV, if varies from the technique chart
  - 6.1.6.4. the area of the body exposed to the radiograph
  - 6.1.6.5. the number of radiographs taken of each animal on a particular visit
- 6.1.7. at least 2 film cassettes (holders)
- 6.1.8. fresh, unexposed x-ray film that is properly stored and is readily available in the facility
- 6.1.9. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS, kV and focal distance for specific body areas and thicknesses
- 6.1.10. protective equipment which includes, at least two thyroid protectors
- 6.2. The base unit contains:
  - 6.2.1. a machine that automatically develops radiographs, or a written agreement with a facility, providing 24 hours/day, 365 days/year access to radiograph developing equipment, within close geographical proximity, or alternatively, a dark room which contains
    - 6.2.1.1. a tank or tray containing fresh chemicals for developing and fixing exposed film
    - 6.2.1.2. a tank or tray containing water for washing film
    - 6.2.1.3. a tank thermometer
    - 6.2.1.4. a safety light
    - 6.2.1.5. film hangers
    - 6.2.1.6. a radiographic viewer
- 6.3. For each x-ray source in the mobile unit, an application in accordance with section 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act and a registration number has been issued.
- 6.4. Radiographs not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner and, in either case, are retained for a period of at least 5 years.
- 6.5. The radiographs are of diagnostic quality.

## Part 7.0 Treatment

### 7. Treatment

- 7.1. The mobile unit contains, for minor surgery or medical treatment:
  - 7.1.1. electric hair clippers and a fine surgical blade or a razor for hair removal
  - 7.1.2. preparations for cleansing skin and other tissue prior to surgery, including a skin-cleaning solvent and an antiseptic skin-preparation solution
  - 7.1.3. a tray or container of fresh cold-sterilization solution, or sterilized packs with appropriate instrumentation
  - 7.1.4. cold sterilization concentrate, which may be kept at the base unit
  - 7.1.5. sterile gauze sponges
  - 7.1.6. absorbable and non-absorbable sterile suture material
  - 7.1.7. sterile intravenous catheters and administration sets
  - 7.1.8. drainage tubes, irrigation solutions and irrigation application supplies
  - 7.1.9. sterile needles and syringes
  - 7.1.10. cotton, gauze, bandages and tapes

- 7.1.11. at least two appropriately sized stomach tubes
- 7.1.12. trocar and cannula

## Part 8.0 Anaesthesia

### 8. Anaesthesia

8.0.N. Part 8.0 applies to a facility from which general anaesthesia is administered.

- 8.1. The mobile unit contains,
  - 8.1.1. pre-anesthetic agents,
  - 8.1.2. anesthetic agents for intravenous administration.
  
- 8.2. The mobile unit or base unit contains an anesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia:
  - 8.2.1. the date of each procedure
  - 8.2.2. the identification of the client
  - 8.2.3. the breed, age, sex, estimated weight and identity of the anesthetized animal
  - 8.2.4. the name, dose and route of administration of all anesthetic agents
  - 8.2.5. the nature of each procedure
  - 8.2.6. the animal's pre-anesthetic condition
  - 8.2.7. the animal's post-anesthetic condition

## Part 9.0 Surgery

### 9. Surgery

- 9.1. The mobile unit contains:
  - 9.1.1. instruments, towels, drapes, gloves, gauze sponges, needles and scalpel blades, which are sterilized
  - 9.1.2. sufficient surgical packs for the reasonably expected case load, each of which
    - 9.1.2.1. displays the date of sterilization and the name or initials of the person who carries out the sterilization
    - 9.1.2.2. contains an internal sterility monitor
    - 9.1.2.3. contains sufficient instruments, including
      - 9.1.2.3.1. 1 scalpel handle (not required if disposable scalpels are used)
      - 9.1.2.3.2. scissors
      - 9.1.2.3.3. suture needles
      - 9.1.2.3.4. 1 needle driver
      - 9.1.2.3.5. 2 thumb forceps
      - 9.1.2.3.6. 4 hemostatic forceps
  
- 9.1.N. Applies to a facility in which general anaesthesia is administered.
  
- 9.2. The mobile unit or base unit contains a surgical log, either alone or in combination with the anesthetic log, in which is entered in respect of each induction of general anaesthesia performed from the facility:
  - 9.2.1. the date of each procedure
  - 9.2.2. identification of the client
  - 9.2.3. the breed, age, sex, estimated weight and identity of the animal upon which the procedure is performed

- 9.2.4. the name, dose and route of administration of all anesthetic agents
- 9.2.5. the name of the surgeon
- 9.2.6. the nature of each procedure
- 9.2.7. the animal's pre-operative status
- 9.2.8. the animal's post-operative status
- 9.2.9. the length of time taken to perform the procedure

9.3. The facility contains:

- 9.3.1. a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).

or

- 9.3.2. a written agreement between the member or members who own or lease the facility and the member or members who own or lease an accredited companion animal hospital, food producing animal hospital or equine clinic in close geographical proximity to the facility which provides that the member or members who own or lease the facility may have regular use of the steam sterilizer in the companion animal hospital, food producing hospital or equine clinic.

## Part 10.0 Necropsy

### 10. Necropsy

- 10.1. The facility contains an area that can be used for the performance of necropsy unless the necropsy is performed elsewhere.
- 10.2. The following is readily available in the facility,
  - 10.2.1. sufficient equipment to perform a necropsy,
  - 10.2.2. containers of formalin.

## Part 11.0 Confinement (Discretionary)

### 11. Confinement (Discretionary)

- 11.0.N. To facilitate the medical treatment of an occasional animal, the base unit may contain a confinement area for the short-term confinement of that animal. This area is restricted to the holding of animals for medical treatment only.

- 11.1. There is an area for the confinement of an animal in a stall.
- 11.2. Each stall:
  - 11.2.1. is large enough to accommodate the animal comfortably
  - 11.2.2. allows adequate amounts of air to circulate within it
  - 11.2.3. is secure and solidly constructed
  - 11.2.4. is well lit
  - 11.2.5. permits easy observation of the animal
  - 11.2.6. has a door effective to prevent the contained animal from escape

- 11.3. The facility contains:
  - 11.3.1. equipment and materials for applying disinfectants to stalls
  - 11.3.2. material for clean, dry bedding
  - 11.3.3. equipment and materials for identifying the animal and the stall
- 11.4. There is evidence of good husbandry in the confinement area.
- 11.5. For the purposes of feeding the confined animal, the facility contains:
  - 11.5.1. a dry area for the storage of food
  - 11.5.2. containers and utensils for feeding and watering the animals that are made of readilysanitized material or are disposable
  - 11.5.3. a fresh water supply
- 11.N. The facility is expected to comply with the current local municipal fire code.

## Part 12.0 Housekeeping

### 12. Housekeeping

- 12.1. The mobile unit contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 12.2. The entire mobile and base unit are clean, uncluttered, in good repair and free of offensive odours.
- 12.3. The mobile unit contains an adequate supply of clean towels and coveralls or lab coats or smocks.
- 12.4. The mobile unit contains disposable boots, or boots that are readily sanitized and a bucket, a brush and disinfectant.

## Part 13.0 Safety

### 13. Safety

- 13.1. Doors and windows in both the base unit and mobile unit can be secured to prevent the theft of drugs.

## TITLE 9. EQUINE CLINIC

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as an equine clinic.

### Part 1.0 General

#### 1. General

- 1.1. The facility is,
  - 1.1.1. self-contained except when the facility is affiliated with a University or College registered with the Ontario Ministry of Training, Colleges and Universities,
  - 1.1.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway or mall.
- 1.2. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.3. The facility is not, and does not appear to be, associated with or operated in connection with another enterprise.
  - 1.3.N. Standards 1.2 and 1.3 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.5. The records required in respect of a horse are the same as those required in respect of a food-producing animal. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts.

As of November 24, 2015, *Ontario Regulation 1093* s. 22 (2), (3), (5), (6), and (7) include the following provisions:

- 1.5.1. Individual or herd identification, including breed and sex.
- 1.5.2. If individual advice or care is given, at least one of the animal's name, the animal's tattoo or ear-tag number or the animal's colour, markings or other distinguishing physical features
- 1.5.3. The client's name, address and telephone numbers
- 1.5.4. The name and telephone number of a person to be contacted in the absence of the client
- 1.5.5. Date of each service
- 1.5.6. A history of the presenting complaint
- 1.5.7. If there is a presenting complaint, particulars of each assessment, including any laboratory investigations performed or ordered by the member and the results of each assessment
- 1.5.8. A note of any professional advice regarding the individual or herd and an indication of to whom the advice was given if other than to the client
- 1.5.9. A complete record of all written prescriptions and drugs that the member has prescribed or dispensed
- 1.5.10. A copy of any report prepared by the member in respect of the individual or herd

- 1.5.11. The fees and charges, showing separately those for drugs and those for advice or other services
- 1.5.12. Any additional records required by this Regulation
- 1.5.13. records are legibly written or typewritten
- 1.5.14. records are kept in a systematic manner
- 1.5.15. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
- 1.5.16. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
- 1.5.17. the records required under this section may be made and maintained in an electronic computer system that:
  - 1.5.17.1. Provides a visual display of the recorded information
  - 1.5.17.2. Provides a means of access to the record of each animal by its name or other unique identifier
  - 1.5.17.3. Is capable of printing the recorded information promptly
  - 1.5.17.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
- 1.5.18. the electronic computer system maintains an audit trail that:
  - 1.5.18.1. Records the date and time of each entry of information for each animal
  - 1.5.18.2. Indicates any changes in the recorded information
  - 1.5.18.3. Preserves the original content of the recorded information when changed or updated
  - 1.5.18.4. Is capable of being printed separately from the recorded information of each animal
- 1.5.19. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
- 1.5.20. The electronic computer system automatically backs up files and allows the recovery of backed-up-files or otherwise provides reasonable protection against loss of damage to and inaccessibility of information.
- 1.5.21. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.

## Part 2.0 Library

### 2. Library

- 2.1. The facility contains:
  - 2.1.1. 1 or more veterinary reference textbooks published within the prior three years on basic topics in equine medicine (such as diagnosis, therapy or surgery)
  - 2.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in equine medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
  - 2.1.3. a copy of the *Veterinarians Act*, and the regulations, standards, and by-laws under the Act
  - 2.1.4. a copy of the *Health of Animals Act (Canada)*
  - 2.1.5. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*
  - 2.1.6. a copy of the *Compendium of Pharmaceuticals and Specialties* published within the last three years



2.1.7. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years

2.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 3.0 Client Amenities

### 3. Client Amenities

3.1. The facility contains a reception area.

3.1.N. The reception area cannot be within the examination room.

3.2. The reception area,

3.2.1. is free from physical impediments or obstructions,

3.2.2. contains sufficient seating for the reasonably expected number of clients.

3.3. The furniture in the reception area is clean and in good repair.

3.4. The facility contains a washroom that can be used by clients.

## Part 4.0 Examination Area

### 4. Examination Area

4.1. The facility contains an area for the physical examination of animals.

4.1.N. The examination area may also be used as a treatment area or a confinement area or both.

4.2. The examination area is,

4.2.1. large enough for a veterinarian to examine an animal conveniently with a client present in the area, together with the required equipment,

4.2.2. constructed of readily sanitized material,

4.2.3. well lit.

4.3. The examination area contains a waste receptacle.

4.4. The following equipment is readily available for each examination area in the facility:

4.4.1. appropriate restraint devices (e.g. rope)

4.4.2. stethoscope

4.4.3. alcohol or other disinfectant

4.4.4. thermometer

4.4.5. examination gloves

4.4.6. lubricant

4.4.7. examination light

4.4.8. an ophthalmoscope or a focal light source, and a magnification source

## Part 5.0 Pharmacy

### 5. Pharmacy

- 5.1. There is evidence of compliance with Part III of the regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 5.2. Secondary containers for the storage of drugs have labels containing the name, strength and lot number where applicable and expiry date of the drug.
- 5.3. Expired drugs are kept separate from unexpired drugs and are discarded or returned to the manufacturer promptly after expiry.
- 5.4. Biologics and other drugs requiring refrigeration are kept in a refrigerator.
- 5.5. The facility contains at least one each of the following:
  - 5.5.1. adrenergic/sympathomimetic
  - 5.5.2. analgesic
  - 5.5.3. sedative/tranquilizer
  - 5.5.4. anesthetic: local/regional
  - 5.5.5. anti-inflammatory
  - 5.5.6. anti-microbial for intramuscular, and intravenous administration
  - 5.5.7. diuretic
  - 5.5.8. replacement fluids including those for intravenous administration
  - 5.5.9. anti-convulsant
  - 5.5.10. parasiticide
- 5.6. The facility contains biologics for common infectious diseases.
- 5.7. If drugs are dispensed from the facility, the containers in which the drugs are dispensed are marked with:
  - 5.7.1. the name, strength and quantity of the drug
  - 5.7.2. the date the drug is dispensed
  - 5.7.3. the name and address of the member
  - 5.7.4. the identity of the animal or group of animals for which it is dispensed
  - 5.7.5. the name of the owner of the animal(s)
  - 5.7.6. prescribed directions for use
  - 5.7.7. when the member dispenses a drug or substance for use in food producing animals, the container in which the drug or substance is dispensed shall include on the label, legibly and conspicuously displayed on the outer surface of the container, a warning of an appropriate withholding time, which shall be at least as long as the withholding time recommended by the manufacturer
- 5.8. If controlled substances are dispensed from the facility, a controlled substances register is kept and contains the following information;
  - 5.8.1. the date the controlled substance is dispensed or administered
  - 5.8.2. the name and address of the client
  - 5.8.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 5.8.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered

- 5.9. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of every drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 5.9.1. the date of purchase of the drug and, if different, the date the member received the drug
- 5.9.2. the name, strength and quantity of the drug received
- 5.9.3. name and address of the person from whom the drug was purchased
- 5.9.4. purchase price
- 5.9.5. in the case of a controlled substance the signature of the member who made the purchase and the signature of the person who received it

## Part 6.0 Laboratory

### 6. Laboratory

- 6.1. The facility contains:
- 6.1.1. microscope, microscope slides and cover slips
  - 6.1.2. centrifuge and centrifuge tubes
  - 6.1.3. microhematocrit centrifuge, microhematocrit capillary tubes and tube sealant
  - 6.1.4. refractometer
  - 6.1.5. staining solutions and chemicals for blood, urine and cytology examinations
  - 6.1.6. forms for recording laboratory test results
  - 6.1.7. equipment suitable for the collection of the specimens needed for the procedures in clause 6.2
- 6.2. The following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:
- 6.2.1. hematology
  - 6.2.2. biochemistry
  - 6.2.3. immunology
  - 6.2.4. cytology
  - 6.2.5. microbiology
  - 6.2.6. histopathology
  - 6.2.7. parasitology

## Part 7.0 Radiology

### 7. Radiology

- 7.1. The facility contains a diagnostic x-ray machine with a collimator or cone.
- 7.2. The facility contains:
- 7.2.1. two protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees
  - 7.2.2. at least one pair of gloves of at least 0.5 lead equivalent with cuffs at least 37.5 cm. long
  - 7.2.3. individual monitoring badges obtained from Health and Welfare Canada that are worn by all people regularly involved in radiology procedures
  - 7.2.4. equipment to identify radiographs all of which are permanently identified with:
    - 7.2.4.1. the name of the veterinarian or the designation of the facility or both

- 7.2.4.2. identification of the animal and the client
  - 7.2.4.3. the date of the radiograph
  - 7.2.4.4. an indication of the area of the body including the left or right side of the animal
  - 7.2.5. a radiographic log in which is entered:
    - 7.2.5.1. the date each radiograph is taken
    - 7.2.5.2. identification of the animal and of the client
    - 7.2.5.3. MAS and kV, if it varies from the technique chart
    - 7.2.5.4. the area of the body exposed to the radiograph
    - 7.2.5.5. the number of radiographs taken of each animal on a particular visit.
  - 7.2.6. at least 2 film cassettes (holders)
  - 7.2.7. fresh, unexposed x-ray film that is properly stored
  - 7.2.8. a machine that automatically develops radiographs, or, alternatively, a dark room that contains:
    - 7.2.8.1. a tank or tray containing fresh chemicals for developing and fixing exposed film
    - 7.2.8.2. a tank or tray containing water for washing film
    - 7.2.8.3. a tank thermometer
    - 7.2.8.4. a safety light
    - 7.2.8.5. film hangers
  - 7.2.9. a radiographic viewer
  - 7.2.10. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS and kV and focal distance for specific body area and thicknesses
  - 7.2.11. protective equipment which includes, at least two thyroid protectors
- 7.3. For each x-ray source in the facility, an application in accordance with section 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act and a registration number has been issued.
- 7.4. Radiographs not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner and, in either case, are retained for a period of at least 5 years.
- 7.5. The radiographs are of diagnostic quality.

## Part 8.0 Treatment Area

8. Treatment Area
- 8.1. The facility contains one or more treatment areas which can be used for performing minor (non-sterile) surgery.
- 8.1.N. The treatment area is separate from the operating area and the reception area but may be part of the examination area.
- 8.2. Each such area is large enough to accommodate readily a veterinarian, an animal, any necessary assistants and the required equipment.
- 8.3. The treatment area contains or has readily available:
- 8.3.1. electric hair clippers and a fine surgical blade or razor for hair removal
  - 8.3.2. preparations for cleansing skin and other tissue prior to surgery, including a skin cleaning solvent and an antiseptic skin-preparation solution
  - 8.3.3. a tray or container of fresh cold-sterilization solution and concentrate, or sterilized packs with appropriate instrumentation

- 8.3.4. absorbable and non-absorbable sterile suture material
- 8.3.5. a drained sink with hot and cold running water
- 8.3.6. sterile intravenous catheters and administration sets
- 8.3.7. intravenous stand or equivalent
- 8.3.8. drainage tubes, irrigation solutions and irrigation application supplies
- 8.3.9. sterile needles and syringes
- 8.3.10. cotton, sterile gauze, bandages and appropriate splinting devices
- 8.3.11. sterile urinary catheters
- 8.3.12. stomach tubes appropriate to the oesophagus sizes of reasonably expected animals

## Part 9.0 Anaesthesia

### 9. Anaesthesia

- 9.1. The facility contains an area for the administration of general anaesthesia (can be the same area as the treatment area).
- 9.2. The anaesthesia area contains or has readily available:
  - 9.2.1. pre-anesthetic agents
  - 9.2.2. induction anesthetic agents for intravenous administration
  - 9.2.3. an antiseptic agent for venipuncture preparation
  - 9.2.4. sterilized needles and syringes
  - 9.2.5. cuffed endotracheal tubes and tube adaptors appropriate to the tracheal sizes of reasonably expected animals
  - 9.2.6. a machine for the administration of gaseous anaesthesia that includes a canister containing a fresh agent to absorb carbon dioxide
  - 9.2.7. gaseous agent for the induction and maintenance of general anaesthesia
  - 9.2.8. a cylinder of compressed medical oxygen, a means of holding it securely for purposes of safety and a device for administration of the oxygen
  - 9.2.9. a gas scavenging system that complies with the requirements of the *Occupational Health and Safety Act*
  - 9.2.10. a bag device for monitoring respiration or an electronic respiratory monitor
  - 9.2.11. a cover for the prevention of heat loss
- 9.3. The facility contains an anesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia:
  - 9.3.1. the date of each procedure
  - 9.3.2. the identification of the client
  - 9.3.3. the breed, age, sex, estimated weight and identity of the anesthetized animal
  - 9.3.4. the name, dose and route of administration of all anesthetic agents
  - 9.3.5. the nature of each procedure
  - 9.3.6. the animal's pre-anesthetic condition
  - 9.3.7. the animal's post-anesthetic condition

## Part 10.0 Operating Area

### 10. Operating Area

- 10.1. The facility contains an area for the performance of major surgical procedures.
- 10.2. The facility contains,
  - 10.2.1. a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).
- 10.3. The operating area:
  - 10.3.1. is large enough to accommodate readily a veterinarian, an animal, any necessary assistants and the required equipment
  - 10.3.2. has a drained floor constructed of solid, fluid-impervious material that can be readily sanitized
  - 10.3.3. contains an operating table or an adequately padded area for the surgical procedures performed
- 10.4. The operating area contains, or has readily available:
  - 10.4.1. absorbable and non-absorbable sterile suture material
  - 10.4.2. instruments, towels, drapes, gloves, gowns, gauze sponges, needles and scalpel blades, which are sterilized
  - 10.4.3. an instrument table or tray with readily sanitized surface
  - 10.4.4. a garbage disposal container
  - 10.4.5. a drained sink with hot and cold running water
  - 10.4.6. all items sterilized in the facility display the date of sterilization and the name or initials of the person who carried out the sterilization
  - 10.4.7. sufficient sterile instruments including at least:
    - 10.4.7.1. 1 scalpel handle (not required if disposable scalpels are used)
    - 10.4.7.2. scissors
    - 10.4.7.3. suture needles
    - 10.4.7.4. 1 needle driver
    - 10.4.7.5. 2 thumb forceps
    - 10.4.7.6. 4 hemostatic forceps
  - 10.4.8. an internal sterility monitor
- 10.5. The facility contains a surgical log, either alone or in conjunction with the anesthetic log, in which is entered in respect of each major surgical procedure performed in the facility:
  - 10.5.1. the date of each procedure
  - 10.5.2. the identification of the client
  - 10.5.3. the breed, age, sex, estimated weight and identity of the animal upon which the procedure is performed
  - 10.5.4. the name of the surgeon
  - 10.5.5. the nature of each procedure
  - 10.5.6. the animal's pre-operative condition
  - 10.5.7. the animal's post-operative condition
  - 10.5.8. the length of time taken to perform the procedure

## Part 11.0 Confinement

### 11. Confinement

- 11.1. There are one or more areas for the confinement of animals in stalls.
- 11.2. The confinement area,
  - 11.2.1. contains enough stalls to accommodate the reasonably expected number of confined animals,
  - 11.2.2. is well lit,
  - 11.2.3. has adequate air circulation in it.
- 11.3. Each stall:
  - 11.3.1. is large enough to accommodate the animal comfortably
  - 11.3.2. allows adequate amounts of air to circulate within it
  - 11.3.3. is secure and solidly constructed
  - 11.3.4. permits easy observation of the animal
  - 11.3.5. has a door effective to prevent the contained animal from escape
- 11.4. The facility contains:
  - 11.4.1. equipment and materials for applying disinfectants to stalls
  - 11.4.2. material for clean, dry bedding
  - 11.4.3. equipment and materials for identifying animals and their stalls
- 11.5. There is evidence of good husbandry in the confinement area.
- 11.6. For the purposes of feeding confined animals, the facility contains:
  - 11.6.1. a dry area for the storage of food
  - 11.6.2. containers and utensils for feeding and watering animals that are made of readily sanitized material or are disposable
  - 11.6.3. a fresh water supply
- 11.7. The food storage area contains sufficient quantity and variety of food to feed nutritiously the reasonably expected number of confined animals.

## Part 12.0 Necropsy

### 12. Necropsy

- 12.1. The facility contains an area that can be used for the performance of necropsy unless the necropsy is performed elsewhere.
- 12.2. If necropsies are done in the facility, the following is readily available,
  - 12.2.1. sufficient equipment to perform a necropsy,
  - 12.2.2. containers of formalin.

## Part 13.0 Housekeeping

### 13. Housekeeping

- 13.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 13.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area and the area around the building are free of impediments and obstructions.
- 13.3. The floors and walls throughout the entire facility are readily sanitized.
- 13.4. The facility contains an adequate supply of clean towels and coveralls or lab coats or smocks.

## Part 14.0 Safety

### 14. Safety

- 14.1. Clear written instructions for the evacuation of animals and staff from the facility in case of fire or other emergency are posted prominently.
- 14.2. There is a source of emergency lighting in the facility, e.g. large flashlight.
- 14.3. Doors and windows are self-closing or otherwise secured to prevent the escape of animals and the theft of drugs.
- 14.4. There is adequate exterior illumination of entrances, walkways and parking areas.
- 14.5. The facility contains at least one readily accessible all-purpose fire extinguisher.
- 14.N. The facility is expected to comply with the current local municipal fire code.



## TITLE 10. EQUINE MOBILE

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as an equine mobile.

### Part 1.0 General

#### 1. General

- 1.1. The facility is composed of,
  - 1.1.1. a stationary element (“base unit”),
  - 1.1.2. one or more elements that are readily mobile from one service location to another (“mobile unit”).
- 1.2. The facility is ,
  - 1.2.1. self-contained except when the facility is affiliated with a University or College registered with the Ontario Ministry of Training, Colleges and Universities,
  - 1.2.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway or mall.

1.2.N. If the base unit is part of the owner/director’s primary residence, then standard 1.2 does not apply.
- 1.3. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.5. The mobile unit is operated from, and in association with, only the base unit.
- 1.6. The contents of the mobile unit are organized so that they can be obtained readily for efficient service.
- 1.7. The records required in respect of a horse are the same as those required in respect of a food-producing animal. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts.

As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (2), (3), (5), (6), and (7) include the following provisions:

- 1.7.1. Individual or herd identification, including breed and sex
- 1.7.2. If individual advice or care is given, at least one of the animal’s name, the animal’s tattoo or ear-tag number or the animal’s colour, markings or other distinguishing physical features
- 1.7.3. The client’s name, address and telephone numbers
- 1.7.4. The name and telephone number of a person to be contacted in the absence of the client
- 1.7.5. Date of each service
- 1.7.6. A history of the presenting complaint

- 1.7.7. If there is a presenting complaint, particulars of each assessment, including any laboratory investigations performed or ordered by the member and the results of each assessment
- 1.7.8. A note of any professional advice regarding the individual or herd and an indication of to whom the advice was given if other than to the client
- 1.7.9. A complete record of all written prescriptions and drugs that the member has prescribed or dispensed
- 1.7.10. A copy of any report prepared by the member in respect of the individual or herd.
- 1.7.11. The fees and charges, showing separately those for drugs and those for advice or other services
- 1.7.12. Any additional records required by this Regulation
- 1.7.13. records are legibly written or typewritten
- 1.7.14. records are kept in a systematic manner
- 1.7.15. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
- 1.7.16. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
- 1.7.17. the records required under this section may be made and maintained in an electronic computer system that:
  - 1.7.17.1. Provides a visual display of the recorded information
  - 1.7.17.2. Provides a means of access to the record of each animal by its name or other unique identifier
  - 1.7.17.3. Is capable of printing the recorded information promptly
  - 1.7.17.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
- 1.7.18. the electronic computer system maintains an audit trail that:
  - 1.7.18.1. Records the date and time of each entry of information for each animal
  - 1.7.18.2. Indicates any changes in the recorded information
  - 1.7.18.3. Preserves the original content of the recorded information when changed or updated
  - 1.7.18.4. Is capable of being printed separately from the recorded information of each animal
- 1.7.19. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
- 1.7.20. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
- 1.7.21. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.

## Part 2.0 Library

### 2. Library

- 2.1. The base unit contains:
  - 2.1.1. 1 or more veterinary reference textbooks published within the prior three years on basic topics in equine medicine or surgery (such as diagnosis, therapy or surgery)

- 2.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in equine medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
  - 2.1.3. a copy of the *Veterinarians Act*, and the regulations, standards, and by-laws under the Act
  - 2.1.4. a copy of the *Health of Animals Act (Canada)*
  - 2.1.5. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*
  - 2.1.6. a human pharmaceutical reference that is relevant to the Canadian context
  - 2.1.7. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years
- 2.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 3.0 Examination Facilities

### 3. Examination Facilities

- 3.1. The following equipment is readily available in the mobile unit:
  - 3.1.1. appropriate restraint devices (e.g. rope)
  - 3.1.2. stethoscope
  - 3.1.3. alcohol or other disinfectant
  - 3.1.4. thermometer
  - 3.1.5. examination gloves
  - 3.1.6. lubricant
  - 3.1.7. examination light

## Part 4.0 Pharmacy

### 4. Pharmacy

- 4.1. There is evidence of compliance with Part III of the regulations. As of November 24, 2015, *Ontario Regulation 1093*, Part III includes the following provisions.
- 4.2. Secondary containers for the storage of drugs have labels containing the name, strength and lot number where applicable and expiry date of the drug.
- 4.3. Expired drugs are kept separate from unexpired drugs and are discarded or returned to the manufacturer promptly after expiry.
- 4.4. Biologics and other drugs in the base unit requiring refrigeration are kept in a refrigerator.
- 4.5. Biologics and other drugs in the mobile unit requiring refrigeration are kept in a device adequate to maintain the temperature recommended by the manufacturer of the biologic or other drug.
- 4.6. The facility contains at least one each of the following:
  - 4.6.1. adrenergic/sympathomimetic
  - 4.6.2. analgesic
  - 4.6.3. sedative/tranquilizer
  - 4.6.4. anesthetic: local/regional
  - 4.6.5. anti-inflammatory

- 4.6.6. anti-microbial for intramuscular, and intravenous administration
  - 4.6.7. diuretic
  - 4.6.8. replacement fluids including those for intravenous administration
  - 4.6.9. anti-convulsant
  - 4.6.10. parasiticide
- 4.7. Bulk supplies of drugs are kept in the base unit, and the mobile unit contains drugs sufficient only for the reasonably expected daily need.
- 4.8. If drugs are dispensed from the facility, the containers in which the drugs are dispensed are marked with:
- 4.8.1. the name, strength and quantity of the drug
  - 4.8.2. the date the drug is dispensed
  - 4.8.3. the name and address of the member
  - 4.8.4. the identity of the animal or group of animals for which it is dispensed
  - 4.8.5. the name of the owner of the animal(s)
  - 4.8.6. prescribed directions for use

- 4.9. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of every drug he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 4.9.1. the date of purchase of the drug and if different, the date the member received the drug
  - 4.9.2. the name, strength and quantity of the drug received
  - 4.9.3. name and address of the person from whom the drug was purchased
  - 4.9.4. purchase price
  - 4.9.5. in the case of a controlled substance, ketamine or a targeted drug, the signature of the member who made the purchase
  - 4.9.6. the member shall retain the written record required for a period of at least 5 years or until the member ceases to practice veterinary medicine, whichever occurs first. (not applicable if a new facility)
- 4.10. If controlled substances are dispensed from the facility, a controlled substances register is kept and contains the following information;
- 4.10.1. the date the controlled substance is dispensed or administered
  - 4.10.2. the name and address of the client
  - 4.10.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 4.10.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 4.11. All controlled drugs and narcotics are kept in a locked cabinet designed and constructed to ensure the reasonable security of the controlled substances.
- 4.12. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 4.13. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.

- 4.14. Biologics and other drugs requiring refrigeration are kept in a refrigerator.

## Part 5.0 Laboratory

### 5. Laboratory

- 5.1. The base unit contains a bulk supply of equipment suitable for the collection of the specimens needed for the procedures in standard 5.3.
- 5.2. The mobile unit contains equipment suitable for the collection of the specimens needed for the procedures in standard 5.3.
- 5.3. The following investigation procedures can be performed within the base unit or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination of both for the performance of such procedures:
  - 5.3.1. hematology
  - 5.3.2. biochemistry
  - 5.3.3. immunology
  - 5.3.4. cytology
  - 5.3.5. microbiology
  - 5.3.6. histopathology
  - 5.3.7. parasitology
- 5.4. The facility contains a centrifuge, or has a written agreement with an accredited facility, providing 24 hours/day, 365 days/year access to a centrifuge, within close geographical proximity.

## Part 6.0 Radiology (Discretionary)

### 6. Radiology (Discretionary)

- 6.0.N. The mobile unit need not contain an x-ray machine but, if an x-ray machine is present, compliance with the following standards is required.

- 6.1. The mobile unit contains:
  - 6.1.1. an x-ray machine with a collimator or cone
  - 6.1.2. two protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees
  - 6.1.3. at least one pair of gloves of at least 0.5 lead equivalent with cuffs at least 37.5 cm. long
  - 6.1.4. individual monitoring badges obtained from Health and Welfare Canada, which are worn by all people regularly involved in radiology procedures
  - 6.1.5. equipment to identify radiographs all of which are permanently identified with:
    - 6.1.5.1. the name of the veterinarian or the designation of the facility or both
    - 6.1.5.2. identification of the animal and the client
    - 6.1.5.3. the date of the radiograph
    - 6.1.5.4. an indication of the area of the body including the left or right side of the animal
  - 6.1.6. a radiograph log, readily available to the mobile unit, in which is entered:
    - 6.1.6.1. the date each radiograph is taken
    - 6.1.6.2. identification of the animal and of the client
    - 6.1.6.3. MAS and kV, if varies from the technique chart

- 6.1.6.4. the area of the body exposed to the radiograph
  - 6.1.6.5. the number of radiographs taken of each animal on a particular visit
  - 6.1.7. at least 2 film cassettes (holders)
  - 6.1.8. fresh, unexposed x-ray film that is properly stored and is readily available in the facility
  - 6.1.9. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS, kV and focal distance for specific body areas and thicknesses
  - 6.1.10. protective equipment which includes, at least two thyroid protectors
- 6.2. The base unit contains:
- 6.2.1. a machine that automatically develops radiographs
    - or a written agreement with an accredited facility providing 24 hours/day, 365 days/year access to radiograph developing equipment, within close geographical proximity
    - or, alternatively, a dark room that contains
      - 6.2.1.1. a tank or tray containing fresh chemicals for developing and fixing exposed film
      - 6.2.1.2. a tank or tray containing water for washing film
      - 6.2.1.3. a tank thermometer
      - 6.2.1.4. a safety light
      - 6.2.1.5. film hangers
      - 6.2.1.6. a radiographic viewer
- 6.3. For each x-ray source in the mobile unit, an application in accordance with section 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act and a registration number has been issued.
- 6.4. Radiographs not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner and, in either case, are retained for a period of at least 5 years.
- 6.5. The radiographs are of diagnostic quality.

## Part 7.0 Treatment

### 7. Treatment

- 7.1. The mobile unit contains, for minor surgery or medical treatment:
- 7.1.1. electric hair clippers and a fine surgical blade or a razor for hair removal
  - 7.1.2. preparations for cleansing skin and other tissue prior to surgery, including a skin-cleaning solvent and an antiseptic skin-preparation solution
  - 7.1.3. a tray or container of fresh cold-sterilization solution, or sterilized packs containing appropriate instrumentation
  - 7.1.4. cold sterilization concentrate, which may be kept at the base unit
  - 7.1.5. absorbable and non-absorbable sterile suture material
  - 7.1.6. sterile intravenous catheters and administration sets
  - 7.1.7. drainage tubes, irrigation solutions and irrigation application supplies
  - 7.1.8. sterile needles and syringes
  - 7.1.9. cotton, gauze, bandages and tapes
  - 7.1.10. stomach tubes appropriate to the oesophageal sizes of reasonably expected animals

## Part 8.0 Anaesthesia

### 8. Anaesthesia

8.0.N. Part 8.0 applies to a facility in which general anaesthesia is administered.

8.1. The mobile unit contains,

- 8.1.1. pre-anesthetic agents,
- 8.1.2. anesthetic agents for intravenous administration.

8.2. The mobile unit or base unit contains an anesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia:

- 8.2.1. the date of each procedure
- 8.2.2. the identification of the client
- 8.2.3. the breed, age, sex, estimated weight and identity of the anesthetized animal
- 8.2.4. the name, dose and route of administration of all anesthetic agents
- 8.2.5. the nature of each procedure
- 8.2.6. the animal's pre-anesthetic condition
- 8.2.7. the animal's post-anesthetic condition

## Part 9.0 Surgery

### 9. Surgery

9.1. The mobile unit contains:

- 9.1.1. instruments, towels, drapes, gloves, gauze sponges, needles and scalpel blades, which are sterilized
- 9.1.2. sufficient surgical packs for the reasonably expected case load, each of which
  - 9.1.2.1. displays the date of sterilization and the name or initials of the person who carries out the sterilization
  - 9.1.2.2. contains an internal sterility monitor
- 9.1.3. sufficient sterile instruments, including:
  - 9.1.3.1. 1 scalpel handle (not required if disposable scalpels are used)
  - 9.1.3.2. scissors
  - 9.1.3.3. suture needles
  - 9.1.3.4. 1 needle driver
  - 9.1.3.5. 2 thumb forceps
  - 9.1.3.6. 4 hemostatic forceps

9.2.N Applies to a facility in which general anaesthesia is administered.

9.2. The mobile unit or base unit contains a surgical log, either alone or in combination with the anesthetic log, in which is entered in respect of each major surgical procedure performed from the facility:

- 9.2.1. the date of each procedure
- 9.2.2. the identification of the client
- 9.2.3. the breed, age, sex, estimated weight and identity of the animal upon which the procedure is performed
- 9.2.4. the name, dose and route of administration of all anesthetic agents
- 9.2.5. the name of the surgeon

- 9.2.6. the nature of each procedure
  - 9.2.7. the animal's pre-operative status
  - 9.2.8. the animal's post-operative status
  - 9.2.9. the length of time taken to perform the procedure
- 9.3. The facility contains,
- 9.3.1. a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).
- or
- 9.3.2. a written agreement between the member or members who own or lease the facility and the member or members who own or lease an accredited companion animal hospital, food producing animal hospital or equine clinic in close geographical proximity to the facility which provides that the member or members who own or lease the facility may have regular use of the steam sterilizer in the companion animal hospital, food producing hospital or equine clinic.

## Part 10.0 Necropsy

### 10. Necropsy

- 10.1. The facility contains an area that can be used for the performance of necropsy unless the necropsy is performed elsewhere.
- 10.2. If necropsies are done in the facility, the following is readily available,
  - 10.2.1. sufficient equipment to perform a necropsy,
  - 10.2.2. containers of formalin.

## Part 11.0 Confinement (Discretionary)

To facilitate the medical treatment of an occasional animal, the base unit may contain a confinement area for the short-term confinement of that animal. The area is restricted to the holding of animals for medical treatment only.

### 11. Confinement (Discretionary)

- 11.1. There is an area for the confinement of an animal in a stall.
- 11.2. Each stall:
  - 11.2.1. is large enough to accommodate the animal comfortably
  - 11.2.2. allows adequate amounts of air to circulate within it
  - 11.2.3. is secure and solidly constructed
  - 11.2.4. is well lit
  - 11.2.5. permits easy observation of the animal
  - 11.2.6. has a door effective to prevent the contained animal from escape
- 11.3. The facility contains:
  - 11.3.1. equipment and materials for applying disinfectants to stalls
  - 11.3.2. material for clean, dry bedding



- 11.3.3. equipment and materials for identifying the animal and the stall
- 11.4. There is evidence of good husbandry in the confinement area.
- 11.5. For the purposes of feeding the confined animal, the facility contains:
  - 11.5.1. a dry area for the storage of food
  - 11.5.2. containers and utensils for feeding and watering the animals that are made of readilysanitized material or are disposable
  - 11.5.3. a fresh water supply
- 11.N. The facility is expected to comply with the current local municipal fire code.

## Part 12.0 Housekeeping

### 12. Housekeeping

- 12.1. The mobile unit contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 12.2. The entire mobile and base unit are clean, uncluttered, in good repair and free of offensive odours.
- 12.3. The mobile unit contains an adequate supply of clean towels and coveralls or lab coats or smocks.

## Part 13.0 Safety

### 13. Safety

- 13.1. Doors and windows in both the base unit and mobile unit can be secured to prevent the theft of drugs.

## TITLE 10.1 EQUINE EMERGENCY MOBILE

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as an equine emergency mobile.

### Part 1.0 General

#### 1. General

- 1.1. The facility is composed of,
  - 1.1.1. a stationary element (“base unit”),
  - 1.1.2. one or more elements that are readily mobile from one service location to another (“mobile unit”).
- 1.2. The facility is,
  - 1.2.1. self-contained except when the facility is affiliated with a University or College registered with the Ontario Ministry of Training, Colleges and Universities,
  - 1.2.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway or mall.

1.2.N. If the base unit is part of the owner/director’s primary residence, then standard 1.2 does not apply.
- 1.3. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.5. The mobile unit is operated from, and in association with, only the base unit.
- 1.6. The contents of the mobile unit are organized so that they can be obtained readily for efficient service.
- 1.7. The records required in respect of a horse are the same as those required in respect of a food-producing animal. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts.

As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (2), (3), (5), (6), and (7) include the following provisions:

- 1.7.1. Individual or herd identification, including breed and sex
- 1.7.2. If individual advice or care is given, at least one of the animal’s name, the animal’s tattoo or ear-tag number or the animal’s colour, markings or other distinguishing physical features
- 1.7.3. The client’s name, address and telephone numbers
- 1.7.4. The name and telephone number of a person to be contacted in the absence of the client
- 1.7.5. Date of each service
- 1.7.6. A history of the presenting complaint

- 1.7.7. If there is a presenting complaint, particulars of each assessment, including any laboratory investigations performed or ordered by the member and the results of each assessment
- 1.7.8. A note of any professional advice regarding the individual or herd and an indication of to whom the advice was given if other than to the client
- 1.7.9. A complete record of all written prescriptions and drugs that the member has prescribed or dispensed
- 1.7.10. A copy of any report prepared by the member in respect of the individual or herd.
- 1.7.11. The fees and charges, showing separately those for drugs and those for advice or other services
- 1.7.12. Any additional records required by this Regulation
- 1.7.13. records are legibly written or typewritten
- 1.7.14. records are kept in a systematic manner
- 1.7.15. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
- 1.7.16. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
- 1.7.17. the records required under this section may be made and maintained in an electronic computer system that:
  - 1.7.17.1. Provides a visual display of the recorded information
  - 1.7.17.2. Provides a means of access to the record of each animal by its name or other unique identifier
  - 1.7.17.3. Is capable of printing the recorded information promptly
  - 1.7.17.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
- 1.7.18. the electronic computer system maintains an audit trail that:
  - 1.7.18.1. Records the date and time of each entry of information for each animal
  - 1.7.18.2. Indicates any changes in the recorded information
  - 1.7.18.3. Preserves the original content of the recorded information when changed or updated
  - 1.7.18.4. Is capable of being printed separately from the recorded information of each animal
- 1.7.19. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
- 1.7.20. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
- 1.7.21. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.
- 1.7.22. There is evidence of a system by which a copy of the treatment record is given to the client's regular veterinarian or given to the client for transmission to the client's regular veterinarian.

## Part 2.0 Library

### 2. Library

#### 2.1. The base unit contains:

- 2.1.1. 1 or more veterinary reference textbooks published within the prior three years on basic topics in equine medicine or surgery (such as diagnosis, therapy or surgery)
- 2.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in equine medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
- 2.1.3. a copy of the *Veterinarians Act* and the regulations, standards and by-laws under the Act,
- 2.1.4. a copy of the *Health of Animals Act* (Canada)
- 2.1.5. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*
- 2.1.6. a human pharmaceutical reference that is relevant to the Canadian context
- 2.1.7. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years

2.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 3.0 Examination Area

### 3. Examination Area

#### 3.1. The following equipment is readily available in the mobile unit:

- 3.1.1. appropriate restraint devices (e.g. rope)
- 3.1.2. stethoscope
- 3.1.3. alcohol or other disinfectant
- 3.1.4. thermometer
- 3.1.5. examination gloves
- 3.1.6. lubricant
- 3.1.7. examination light

## Part 4.0 Pharmacy

### 4. Pharmacy

- 4.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093*, Part III includes the following provisions.
- 4.2. Secondary containers for the storage of drugs have labels containing the name, strength and lot number where applicable and expiry date of the drug.
- 4.3. Expired drugs are kept separate from unexpired drugs and are discarded or returned to the manufacturer promptly after expiry.
- 4.4. Biologics and other drugs in the base unit requiring refrigeration are kept in a refrigerator.
- 4.5. Biologics and other drugs in the mobile unit requiring refrigeration are kept in a device adequate to maintain the temperature recommended by the manufacturer of the biologic or other drug.

- 4.6. The facility contains at least one each of the following:
  - 4.6.1. adrenergic/sympathomimetic
  - 4.6.2. analgesic
  - 4.6.3. sedative/tranquilizer
  - 4.6.4. anesthetic: local/regional
  - 4.6.5. anti-inflammatory
  - 4.6.6. anti-microbial for intramuscular, and intravenous administration
  - 4.6.7. diuretic
  - 4.6.8. replacement fluids including those for intravenous administration
  - 4.6.9. anti-convulsant
  - 4.6.10. parasiticide
- 4.7. Bulk supplies of drugs are kept in the base unit, and the mobile unit contains drugs sufficient only for the reasonably expected daily need.
- 4.8. If drugs are dispensed from the facility, the containers in which the drugs are dispensed are marked with:
  - 4.8.1. the name, strength and quantity of the drug
  - 4.8.2. the date the drug is dispensed
  - 4.8.3. the name and address of the member
  - 4.8.4. the identity of the animal or group of animals for which it is dispensed
  - 4.8.5. the name of the owner of the animal(s)
  - 4.8.6. prescribed directions for use
- 4.9. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of every drug he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

  - 4.9.1. the date of purchase of the drug and if different, the date the member received the drug,
  - 4.9.2. the name, strength and quantity of the drug received
  - 4.9.3. name and address of the person from whom the drug was purchased
  - 4.9.4. purchase price
  - 4.9.5. in the case of a controlled substance, ketamine or a targeted drug, the signature of the member who made the purchase
  - 4.9.6. the member shall retain the written record required for a period of at least 5 years or until the member ceases to practice veterinary medicine, whichever occurs first. (not applicable if a new facility)
- 4.10. If controlled substances are dispensed from the facility, a controlled substances register is kept and contains the following information;
  - 4.10.1. the date the controlled substance is dispensed or administered
  - 4.10.2. the name and address of the client
  - 4.10.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 4.10.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 4.11. All controlled drugs and narcotics are kept in a locked cabinet designed and constructed to ensure the reasonable security of the controlled substances.

- 4.12. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 4.13. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.
- 4.14. Biologics and other drugs requiring refrigeration are kept in a refrigerator.
- 4.15. The facility contains at least one each of the following:
  - 4.15.1. adrenergic/sympathomimetic
  - 4.15.2. anti-cholinergic
  - 4.15.3. analgesic
  - 4.15.4. sedative/tranquilizer
  - 4.15.5. anesthetic: local/regional
  - 4.15.6. anti-inflammatory
  - 4.15.7. anti-microbial for parenteral administration
  - 4.15.8. anti-convulsant for parenteral administration
  - 4.15.9. diuretic
  - 4.15.10. emetic and anti-emetic
  - 4.15.11. replacement fluids for intravenous administration
  - 4.15.12. if narcotics are used, a narcotic reversal agent
  - 4.15.13. biologics for common infectious diseases
  - 4.15.14. injectable calcium
  - 4.15.15. injectable dextrose
  - 4.15.16. Oxytocin.

## Part 5.0 Laboratory

### 5. Laboratory

- 5.1. The mobile unit contains equipment suitable for the collection of the specimens needed for the procedures in standard 5.3.
- 5.2. The following investigation procedures can be performed within the facility or there is evidence of an arrangement under which the members practicing in the facility can obtain such procedures from a diagnostic laboratory during the night. (In standard 5.2 “night” means the times during which a member is required to be actually on duty and available for service under clause 14(10) of the Regulations),
  - 5.2.1. hematology,
  - 5.2.2. biochemistry.
- 5.3. The following investigation procedures can be performed within the base unit or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:
  - 5.3.1. hematology
  - 5.3.2. biochemistry
  - 5.3.3. immunology
  - 5.3.4. cytology
  - 5.3.5. microbiology
  - 5.3.6. histopathology

## 5.3.7. parasitology

- 5.4. The facility contains a centrifuge, or has a written agreement with an accredited facility, providing 24 hours/day, 365 days/year access to a centrifuge, within close geographical proximity.

## Part 6.0 Radiology (Discretionary)

### 6. Radiology (Discretionary)

6.0.N. The mobile unit need not contain an x-ray machine but, if an x-ray machine is present, compliance with the following standards is required.

#### 6.1. The mobile unit contains:

- 6.1.1. an x-ray machine with a collimator or cone
- 6.1.2. two protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees
- 6.1.3. at least one pair of gloves of at least 0.5 lead equivalent with cuffs at least 37.5 cm. long
- 6.1.4. individual monitoring badges obtained from Health and Welfare Canada, which are worn by all people regularly involved in radiology procedures
- 6.1.5. equipment to identify radiographs all of which are permanently identified with:
  - 6.1.5.1. the name of the veterinarian or the designation of the facility or both
  - 6.1.5.2. identification of the animal and the client
  - 6.1.5.3. the date of the radiograph
  - 6.1.5.4. an indication of the area of the body including the left or right side of the animal
- 6.1.6. a radiograph log, readily available to the mobile unit, in which is entered:
  - 6.1.6.1. the date each radiograph is taken
  - 6.1.6.2. identification of the animal and of the client
  - 6.1.6.3. MAS and kV, if varies from the technique chart
  - 6.1.6.4. the area of the body exposed to the radiograph
  - 6.1.6.5. the number of radiographs taken of each animal on a particular visit
- 6.1.7. at least 2 film cassettes (holders)
- 6.1.8. fresh, unexposed x-ray film that is properly stored and is readily available in the facility
- 6.1.9. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS, kV and focal distance for specific body areas and thicknesses
- 6.1.10. protective equipment which includes, at least two thyroid protectors

#### 6.2. The base unit contains,

- 6.2.1. a machine that automatically develops radiographs,

or a written agreement with a facility, providing 24 hours/day, 365 days/year access to radiograph developing equipment, within close geographical proximity,

or, alternatively, a dark room that contains,

- 6.2.1.1. a tank or tray containing fresh chemicals for developing and fixing exposed film
- 6.2.1.2. a tank or tray containing water for washing film
- 6.2.1.3. a tank thermometer
- 6.2.1.4. a safety light
- 6.2.1.5. film hangers
- 6.2.1.6. a radiographic viewer

- 6.3. For each x-ray source in the mobile unit, an application in accordance with section 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act and a registration number has been issued.
- 6.4. Radiographs not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner and, in either case, are retained for a period of at least 5 years.
- 6.5. The radiographs are of diagnostic quality.

## Part 7.0 Treatment

### 7. Treatment

- 7.1. The mobile unit contains, for minor surgery or medical treatment:
  - 7.1.1. electric hair clippers and a fine surgical blade or razor for hair removal
  - 7.1.2. preparations for cleansing skin and other tissue prior to surgery, including a skin-cleaning solvent and an antiseptic skin-preparation solution
  - 7.1.3. a tray or container of fresh cold-sterilization solution or sterilized packs with appropriate instrumentation
  - 7.1.4. cold sterilization concentrate, which may be kept at the base unit
  - 7.1.5. sterile gauze sponges
  - 7.1.6. absorbable and non-absorbable sterile suture material
  - 7.1.7. sterile intravenous catheters and administration sets
  - 7.1.8. drainage tubes, irrigation solutions and irrigation application supplies
  - 7.1.9. sterile needles and syringes
  - 7.1.10. gauze, bandages and tapes

## Part 8.0 Anaesthesia

### 8. Anaesthesia

- 8.0.N. Part 8.0 does not apply to a facility in which only local or regional anaesthesia and no general anaesthesia is administered.
- 8.1. The mobile unit contains,
  - 8.1.1. pre-anesthetic agents,
  - 8.1.2. anesthetic agents for intravenous administration.
- 8.2. The mobile unit or base unit contains an anesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia:
  - 8.2.1. the date of each procedure
  - 8.2.2. the identification of the client
  - 8.2.3. the breed, age, sex, estimated weight and identity of the anesthetized animal
  - 8.2.4. the name, dose and route of administration of all anesthetic agents
  - 8.2.5. the nature of each procedure
  - 8.2.6. the animal's pre-anesthetic condition
  - 8.2.7. the animal's post-anesthetic condition



## Part 9.0 Surgery

### 9. Surgery

#### 9.1. The mobile unit contains:

- 9.1.1. instruments, towels, drapes, gloves, gauze sponges, needles and scalpel blades, which are sterilized
- 9.1.2. sufficient instrumentation available to suit case load either in single pack or separate packs each of which:
  - 9.1.2.1. displays the date of sterilization and the name or initials of the person who carries out the sterilization
  - 9.1.2.2. has a sterility monitor.

#### 9.2. The mobile unit or base unit contains a surgical log, either alone or in combination with the anesthetic log, in which is entered in respect of each major surgical procedure performed from the facility:

- 9.2.1. the date of each procedure
- 9.2.2. the identification of the client
- 9.2.3. the breed, age, sex, estimated weight and identity of the animal upon which the procedure is performed
- 9.2.4. the name, dose and route of administration of all anesthetic agents
- 9.2.5. the name of the surgeon
- 9.2.6. the nature of each procedure
- 9.2.7. the animal's pre-operative status
- 9.2.8. the animal's post-operative status
- 9.2.9. the length of time taken to perform the procedure

#### 9.3. The facility contains,

- 9.3.1. a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).

or

- 9.3.2. a written agreement between the member or members who own or lease the facility and the member or members who own or lease an accredited companion animal hospital, food producing animal hospital or equine clinic in close geographical proximity to the facility which provides that the member or members who own or lease the facility may have regular use of the steam sterilizer in the companion animal hospital, food producing hospital or equine clinic.

## Part 10.0 Necropsy

### 10. Necropsy

- 10.1. The facility contains an area that can be used for the performance of necropsy unless the necropsy is performed elsewhere.
- 10.2. If necropsies are done in the facility, the following is readily available,
  - 10.2.1. sufficient equipment to perform a necropsy,
  - 10.2.2. containers of formalin.

## Part 11.0 Confinement (Discretionary)

### 11. Confinement (Discretionary)

11.0.N. To facilitate the medical treatment of an occasional animal, the base unit may contain a confinement area for the short-term confinement of that animal. This area is restricted to the holding of animals for medical treatment only.

11.1. There is an area for the confinement of an animal in a stall.

11.2. Each stall:

- 11.2.1. is large enough to accommodate the animal comfortably
- 11.2.2. allows adequate amounts of air to circulate within it
- 11.2.3. is secure and solidly constructed
- 11.2.4. is well lit
- 11.2.5. permits easy observation of the animal
- 11.2.6. has a door effective to prevent the contained animal from escape

11.3. The facility contains:

- 11.3.1. equipment and materials for applying disinfectants to stalls
- 11.3.2. material for clean, dry bedding
- 11.3.3. equipment and materials for identifying the animal and the stall

11.4. There is evidence of good husbandry in the confinement area.

11.5. For the purposes of feeding the confined animal, the facility contains:

- 11.5.1. a dry area for the storage of food
- 11.5.2. containers and utensils for feeding and watering the animals that are made of readilysanitized material or are disposable
- 11.5.3. a fresh water supply

11.N. The facility is expected to comply with the current local municipal fire code.

## Part 12.0 Housekeeping

### 12. Housekeeping

- 12.1. The mobile unit contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 12.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours.
- 12.3. The mobile unit contains an adequate supply of clean towels and coveralls or lab coats or smocks.

## Part 13.0 Safety

### 13. Safety

- 13.1. Doors and windows in both the base unit and mobile unit can be secured to prevent the theft of drugs.

## TITLE 11. POULTRY SERVICE

This title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a poultry service.

### Part 1.0 General

#### 1. General

- 1.1. The facility is composed of,
  - 1.1.1. a stationary element ("base unit"),
  - 1.1.2. one or more elements that are readily mobile from one service location to another ("mobile unit").  
Note: Clause 1.1.2 may be discretionary.
- 1.2. Records are kept in accordance with the relevant provisions in the Regulations. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (4), (5), (6), and (7) include the following provisions

The records required in respect of poultry, for each bird or flock, shall contain the following information, elements and characteristics:

- 1.2.1. Bird or flock identification, or both, including species and type
- 1.2.2. The client's name, address and telephone numbers
- 1.2.3. The name and telephone number of a person to be contacted in the absence of the client
- 1.2.4. Date of each service
- 1.2.5. A history of the presenting complaint
- 1.2.6. If there is a presenting complaint, particulars of each assessment, including any laboratory investigations performed or ordered by the member and the results of each assessment
- 1.2.7. A note of any professional advice regarding the bird or flock and an indication of to whom the advice was given if other than to the client
- 1.2.8. A complete record of all written prescriptions and drugs dispensed or prescribed by the member, made in accordance with section 27
- 1.2.9. A copy of any report prepared by the member in respect of the bird or flock
- 1.2.10. The fees and charges showing separately those for drugs and those for advice or other services
- 1.2.11. Any additional records as required by the Regulations
- 1.2.12. records are legibly written or typewritten
- 1.2.13. records are kept in a systematic manner
- 1.2.14. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
- 1.2.15. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
- 1.2.16. the records required under this section may be made and maintained in an Electronic computer system that:
  - 1.2.16.1. Provides a visual display of the recorded information
  - 1.2.16.2. Provides a means of access to the record of each animal by its name or other unique identifier

- 1.2.16.3. Is capable of printing the recorded information promptly
- 1.2.16.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
- 1.2.17. the electronic computer system maintains an audit trail that:
  - 1.2.17.1. Records the date and time of each entry of information for each animal
  - 1.2.17.2. Indicates any changes in the recorded information
  - 1.2.17.3. Preserves the original content of the recorded information when changed or updated
  - 1.2.17.4. Is capable of being printed separately from the recorded information of each animal
- 1.2.18. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
- 1.2.19. The electronic computer system automatically backs up files and allows the recovery of backed-up-files or otherwise provides reasonable protection against loss of damage to and inaccessibility of information.
- 1.2.20. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.

## Part 2.0 Library

### 2. Library

- 2.1. The facility contains:
  - 2.1.1. a current copy of a reference textbook on basic topics in poultry medicine
  - 2.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in poultry medicine, or, alternatively, a subscription to a computerized veterinary information network
  - 2.1.3. a copy of the *Veterinarians Act* and the regulations, standards and by-laws under the Act
  - 2.1.4. a copy of the *Health of Animals Act (Canada)*
  - 2.1.5. a copy of the *Compendium of Medicating Ingredient Brochures*
  - 2.1.6. a copy of the *Compendium of Veterinary Products* or *Compendium of Poultry Veterinary Products* or *CDMV Compendium* published within the last three years
- 2.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 3.0 Client Amenities (Discretionary)

If the facility contains a reception area, compliance with Part 3 is required.

### 3. Client Amenities (Discretionary)

- 3.1. The reception area,
  - 3.1.1. is free from physical impediments or obstructions,
  - 3.1.2. contains sufficient seating for the reasonably expected number of clients.
- 3.2. The furniture in the reception area is clean and in good repair.
- 3.3. The facility contains a washroom that can be used by clients.

## Part 4.0 Investigation Room (Discretionary)

If the facility contains an investigation room, compliance with Part 4 is required.

### 4. Investigation Room (Discretionary)

- 4.1. The facility contains a room for the physical examination and performance of necropsy of birds.
- 4.2. The investigation room is,
  - 4.2.1. large enough for a veterinarian to examine a bird conveniently with a client present in the area, together with the required equipment,
  - 4.2.2. constructed of readily sanitized material,
  - 4.2.3. well lit.
- 4.3. The investigation room contains:
  - 4.3.1. a table large enough for the examination of a bird, with a readily sanitized, fluid-impervious surface
  - 4.3.2. a drained sink with hot and cold running water
  - 4.3.3. necropsy instruments and materials, including at least one of each of:
    - 4.3.3.1. knife
    - 4.3.3.2. scalpel
    - 4.3.3.3. scissors
    - 4.3.3.4. bone cutter
    - 4.3.3.5. forceps
    - 4.3.3.6. container of formalin
    - 4.3.3.7. container for shipping specimens for further examination
  - 4.3.4. a waste receptacle
- 4.4. Examination gloves, disinfectant for the examination table and applicators for the disinfectant are readily available for each investigation room in the facility.

## Part 5.0 Pharmacy (Discretionary)

### 5. Pharmacy (Discretionary)

- 5.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 5.2. Secondary containers for the storage of drugs have labels containing the name, strength and lot number where applicable and expiry date of the drug.
- 5.3. Expired drugs are kept separate from unexpired drugs and are discarded or returned to the manufacturer promptly after expiry.
- 5.4. Biologics and other drugs in the base unit requiring refrigeration are kept in a refrigerator.
- 5.5. Biologics and other drugs in the mobile unit requiring refrigeration are kept in a device adequate to maintain the temperature recommended by the manufacturer of the biologic or other drug.

- 5.6. If drugs are dispensed from the facility, the containers in which the drugs are dispensed are marked with:
- 5.6.1. the name, strength and quantity of the drug
  - 5.6.2. the date the drug is dispensed
  - 5.6.3. the name and address of the member
  - 5.6.4. the identity of the animal or group of animals for which it is dispensed
  - 5.6.5. the name of the owner of the animal(s)
  - 5.6.6. prescribed directions for use
  - 5.6.7. when the member dispenses a drug or substance for use in food producing animals, the container in which the drug or substance is dispensed shall include on the label, legibly and conspicuously displayed on the outer surface of the container, a warning of an appropriate withholding time, which shall be at least as long as the withholding time recommended by the manufacturer
- 5.7. If controlled substances are dispensed from the facility, a controlled substances register is kept and contains the following information;
- 5.7.1. the date the controlled substance is dispensed or administered
  - 5.7.2. the name and address of the client
  - 5.7.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 5.7.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 5.8. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of every drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 5.8.1. the date of purchase of the drug and, if different, the date the member received the drug
- 5.8.2. the name, strength and quantity of the drug received
- 5.8.3. name and address of the person from whom the drug was purchased
- 5.8.4. purchase price
- 5.8.5. in the case of a controlled substance the signature of the member who made the purchase and the signature of the person who received it.

## Part 6.0 Laboratory

### 6. Laboratory

- 6.1. The facility contains:
- 6.1.1. microscope, microscope slides and cover slips
  - 6.1.2. equipment suitable for the collection of the specimens needed for the procedures in standard 6.2
  - 6.1.3. forms for recording laboratory test results
- 6.2. The following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:
- 6.2.1. hematology
  - 6.2.2. microbiology
  - 6.2.3. necropsy
  - 6.2.4. histopathology

6.2.5. fecal examination

## Part 7.0 Housekeeping

### 7. Housekeeping

- 7.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 7.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area and the area around the building are free of impediments and obstructions.
- 7.3. The floors and walls throughout the entire facility are readily sanitized.
- 7.4. The facility contains an adequate supply of clean linens stored to minimize contamination from surface contact or airborne sources, including smocks, lab coats, aprons or some combination of them.

## Part 8.0 Safety

### 8. Safety

- 8.1. Clear written instructions for the evacuation of animals and staff from the facility in case of fire or other emergency are posted prominently.
- 8.2. There is a source of emergency lighting in the facility, e.g. large flashlight.
- 8.3. Emergency telephone numbers for police, fire department, hospital and poison control centre are posted.
- 8.4. Doors and windows are self-closing or otherwise secured to prevent the escape or theft of animals and the theft of drugs.
- 8.5. There is adequate exterior illumination of entrances, walkways and parking areas.
- 8.6. The facility contains at least one readily accessible all-purpose fire extinguisher.

## Part 9.0 Mobile Unit (Discretionary)

If a mobile unit is used, then compliance with Part 9 is required.

### 9. Mobile Unit (Discretionary)

- 9.1. The mobile unit is operated from, and in association with, only the base unit.
- 9.2. The contents of the mobile unit are organized so that they can be obtained readily for efficient service.
- 9.3. The following equipment is readily available in the mobile unit:
  - 9.3.1. alcohol or other disinfectants

- 9.3.2. examination gloves
- 9.3.3. examination light
- 9.3.4. equipment suitable for onsite necropsy such as:
  - 9.3.4.1. knives
  - 9.3.4.2. scalpels
  - 9.3.4.3. scissors
  - 9.3.4.4. bone cutters
  - 9.3.4.5. forceps
- 9.3.5. equipment suitable for the collection of the specimens needed for the procedures in standard 6.2,
- 9.3.6. containers for holding further samples including for live or dead specimens, feed, litter, etc.
  
- 9.4. Bulk supplies are kept in the base unit, and if the mobile unit contains drugs, they should be sufficient only for the reasonably expected daily need.
  
- 9.5. Biologics and other drugs in the mobile unit requiring refrigeration are kept in a device adequate to maintain the temperature recommended by the manufacturer of the biologic or other drug.
  
- 9.6. The mobile unit contains a puncture proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
  
- 9.7. The mobile unit contains over boots made of readily sanitized, fluid-impervious material and/or plastic disposable boots.
  
- 9.8. The mobile unit contains an adequate supply of clean linens stored to minimize contamination from surface contact or airborne sources, including,
  - 9.8.1. towels,
  - 9.8.2. smocks, lab coats, aprons, coveralls or some combination of them.
  
- 9.9. Unless disposable boots are used, the mobile unit contains cleaning equipment, including,
  - 9.9.1. bucket
  - 9.9.2. brush
  - 9.9.3. disinfectant
  
- 9.10. Dirty laundry is stored separately until cleaned.



## TITLE 12. SPECIALTY ANIMAL HOSPITAL

### Subdivision 1 – Dentistry

This subdivision of the title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a specialty animal hospital for the specialty of dentistry.

#### Part 1.0 General

##### 1. General

- 1.1. The facility,
  - 1.1.1. is self-contained,
  - 1.1.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway or mall.
  - 1.1.3. Must employ only board-certified specialists, or veterinarians in a training program, under the supervision of a board-certified specialist as per O.Reg. 1093 s.36 (3)(4)
  - 1.1.4. Must ensure that specialists are available on call overnight,
  - 1.1.5. Must immediately notify the College of any changes to staff at the facility.
- 1.2. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
  - 1.2N The facility must accept only clients that are referred from other veterinarians and not provide primary care services.
- 1.3. The facility is not, and does not appear to be, associated with or operated in connection with another enterprise.
  - 1.3.N. Standards 1.2 and 1.3 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.
- 1.5. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (5), (6), and (7) include the following provisions:

The record for each companion animal contains:

  - 1.5.1. patient identification, including species, breed, colour, age and sex
  - 1.5.2. client's name, address and telephone numbers
  - 1.5.3. if the client is likely to be absent from his or her address while the animal is confined with the member, the name, address and telephone number of a person to be contacted in case of an emergency
  - 1.5.4. date of each time that the member sees the animal
  - 1.5.5. history of the animal's health, including a record of vaccinations
  - 1.5.6. the animal's current weight
  - 1.5.7. particulars of each assessment, including physical examination data and diagnostic investigations performed or ordered by the member and the results of each assessment
  - 1.5.8. a note of any professional advice given regarding the animal and an indication of when

- and to whom the advice was given if other than the client
- 1.5.9. all medical or surgical treatments and procedures used, dispensed, prescribed or performed by or at the direction of the member, including the name, strength, dose and quantity of any drugs
    - 1.5.9.1. One of the following with respect to each surgical treatment:

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- 1.5.9.1.1. written consent to the surgical treatment signed by or on behalf of the owner of the animal,
  - 1.5.9.1.2. a note that the owner of the animal or a person on the owner's behalf consented orally to the surgical treatment, and the reason why the consent was not in writing,
  - 1.5.9.1.3. a note that neither the owner of the animal nor anyone on the owner's behalf was available to consent to the surgical treatment, and the reason why, in the member's opinion, it was medically advisable to conduct the surgical treatment.
  - 1.5.10. a copy of all reports prepared by the member in respect of the animal
  - 1.5.11. final assessment of the animal
  - 1.5.12. fees and charges, showing separately those for drugs and those for advice or other services
  - 1.5.13. any additional records required by this Regulation
  - 1.5.14. records are legibly written or typewritten
  - 1.5.15. records are kept in a systematic manner
  - 1.5.16. in practices of more than one practitioner or practices that employ locums, the records are identified after each entry with the initials or code of the veterinarian responsible for the procedure
  - 1.5.17. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
  - 1.5.18. the records required by this section may be made and maintained in an electronic computer system that:
    - 1.5.18.1. Provides a visual display of the recorded information
    - 1.5.18.2. Provides a means of access to the record of each animal by its name or other unique identifier
    - 1.5.18.3. Is capable of printing the recorded information promptly
    - 1.5.18.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
  - 1.5.19. The electronic computer system maintains an audit trail that:
    - 1.5.19.1. Records the date and time of each entry of information for each animal
    - 1.5.19.2. Indicates any changes in the recorded information
    - 1.5.19.3. Preserves the original content of the recorded information when changed or updated
    - 1.5.19.4. Is capable of being printed separately from the recorded information of each animal
  - 1.5.20. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
  - 1.5.21. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
  - 1.5.22. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.
- 1.5A The records kept in the facility must include an appropriate dental charting system.
- 1.6. The facility contains consent-to-surgery forms for execution by clients, and there is evidence that the forms are used and maintained in the animal's medical record.

- 1.7. Informed written consent must be obtained from the client when a member, or his or her auxiliary, must transport an animal or animals between accredited facilities.

## Part 2.0 Library

### 2. Library

- 2.1. The facility contains:
  - 2.1.1. 1 or more veterinary reference textbooks published within the prior three years on basic topics in companion animal medicine or surgery (such as diagnosis, therapy or surgery)
  - 2.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in companion animal medicine or surgery, or alternatively, a subscription to a computerized veterinary information network
  - 2.1.3. (a) a copy of the *Veterinarians Act* (Bill 39)  
(b) regulations (O.Reg.1093)  
(c) minimum standards  
(d) by-laws under the Act
  - 2.1.4. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*, and the *Controlled Drugs and Substances Act* (Schedules)
  - 2.1.5. a human pharmaceutical reference that is relevant to the Canadian context
  - 2.1.6. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years
  - 2.1.7. a veterinary formulary published within the last three years
- 2.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 3.0 Client Amenities

### 3. Client Amenities

- 3.1. The facility contains a reception area.
  - 3.1.N. The reception area cannot be within the examination room.
- 3.2. The reception area,
  - 3.2.1. is entered directly from the outside of the facility,
  - 3.2.2. contains sufficient seating for the reasonably expected number of clients.
- 3.3. The furniture in the reception area is clean and in good repair.
- 3.4. The facility contains a washroom that can be used by clients.

## Part 4.0 Examination Room

### 4. Examination Room

- 4.1. The facility contains a room for the physical examination of animals.

- 4.1.N. The examination room may also be used as a treatment area.
- 4.2. The examination room is,
  - 4.2.1. large enough for a veterinarian to examine an animal conveniently with a client present in the area, together with any necessary (and at least one) assistant and the required equipment,
  - 4.2.2. well lit.
- 4.3. The examination room contains,
  - 4.3.1. an examination table, with a readily sanitized, fluid-impervious surface,
  - 4.3.2. a waste receptacle.
- 4.4. The following equipment and supplies are readily available in the facility:
  - 4.4.1. restraint devices such as a leash, muzzle or safety snare
  - 4.4.2. stethoscope
  - 4.4.3. alcohol or other disinfectant
  - 4.4.4. thermometer
  - 4.4.5. examination gloves
  - 4.4.6. lubricant
  - 4.4.7. disinfectant for the examination table and applicators for the disinfectant
  - 4.4.8. a weigh scale appropriate to the weights of reasonably expected animals
  - 4.4.9. a diagnostic light/transilluminator either overhead, handheld or head mount,
  - 4.4.10. magnifying head loupe/glasses or surgical telescope

## Part 5.0 Pharmacy

### 5. Pharmacy

- 5.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 5.2. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 5.3. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.
- 5.4. Biologics and other drugs requiring refrigeration are kept in a refrigerator.
- 5.5. The facility contains at least one each of the following:
  - 5.5.1. adrenergic/sympathomimetic
  - 5.5.2. anti-cholinergic
  - 5.5.3. analgesic
  - 5.5.4. sedative/tranquilizer
  - 5.5.5. anesthetic: local/regional
  - 5.5.6. anti-inflammatory
  - 5.5.7. oral or injectable anti-inflammatory (steroidal and non-steroidal)
  - 5.5.8. anti-microbial for intramuscular, intravenous and topical administration
  - 5.5.9. anti-convulsant
  - 5.5.10. diuretic

- 5.5.11. emetic and anti-emetic
  - 5.5.12. replacement fluids for intravenous administration
  - 5.5.13. if narcotics are used, a narcotic reversal agent
  - 5.5.14. oral and/or transdermal analgesic
  - 5.5.15. injectable analgesic
  - 5.5.16. a selection of oral hygiene products e.g. gel, paste, spray, rinse.
  - 5.5.17. perioceutic
- 5.6. If drugs are dispensed from the hospital, the containers in which the drugs are dispensed are marked with:
- 5.6.1. the name, strength and quantity of the drug
  - 5.6.2. the date the drug is dispensed
  - 5.6.3. the name and address of the member
  - 5.6.4. the identity of the animal or group of animals for which it is dispensed
  - 5.6.5. the name of the owner of the animal(s)
  - 5.6.6. prescribed directions for use
- 5.7. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.
- A member shall keep a record of drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:
- 5.7.1. the date of purchase of the drug and, if different, the date the member received the drug
  - 5.7.2. the name, strength and quantity of the drug received
  - 5.7.3. name and address of the person from whom the drug was purchased
  - 5.7.4. purchase price
  - 5.7.5. in the case of a controlled substance, ketamine or a targeted drug, the signature of the member who made the purchase and the signature of the person who received it.
- 5.8. If controlled substances are dispensed from the hospital, a controlled substances register is kept and contains the following information;
- 5.8.1. the date the controlled substance is dispensed or administered
  - 5.8.2. the name and address of the client
  - 5.8.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 5.8.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 5.9. There is evidence that an audit of controlled drug inventory is done at least weekly.

## Part 6.0 Laboratory and Diagnostics

### 6. Laboratory and Diagnostics

- 6.1. The facility contains,
  - 6.1.1. microscope, microscope slides and cover slips
  - 6.1.2. staining solutions for cytology examinations
  - 6.1.3. forms for recording laboratory results
- 6.1.N Part 8 (Treatment) describes the additional equipment that the facility must contain.

- 6.2. The following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:
- 6.2.1. haematology
  - 6.2.2. immunology
  - 6.2.3. biochemistry
  - 6.2.4. cytology
  - 6.2.5. microbiology
  - 6.2.6. histopathology
  - 6.2.7. parasitology
- 6.3. Electrocardiography can be performed within the facility or there is evidence of an arrangement that electrocardiography is performed by a member in another facility in close geographical proximity to the facility or by a diagnostic service or there is a suitable combination for the performance of electrocardiography.

## Part 7.0 Radiology

### 7. Radiology

- 7.1. The facility contains equipment to perform radiography as well as:
- 7.1.1. protective equipment that includes:
    - 7.1.1.1. a collimator or cone
    - 7.1.1.2. two protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees
    - 7.1.1.3. two pairs of gloves of at least 0.5 lead equivalent with cuffs
    - 7.1.1.4. individual monitoring badges that are worn by all people regularly involved in radiology procedures
    - 7.1.1.5. at least two thyroid protectors
  - 7.1.2. assorted and appropriate sizes of unexposed x-ray film (or digital equivalent) that is properly stored
  - 7.1.3. unless the facility uses digital radiography, appropriate film hangers and, where required multiple clip drying stands
  - 7.1.4. unless digital radiography is utilized, a tabletop or standard automatic film processor with in date chemicals, or a chair side dark room with in date chemicals for hand processing of films, or alternatively a standard dark room that contains
    - 7.1.4.1. a tank or tray containing fresh (in date) chemicals for developing and fixing exposed film
    - 7.1.4.2. a tank or tray containing fresh water for washing film
    - 7.1.4.3. a tank thermometer
    - 7.1.4.4. a safety light
  - 7.1.5. except where digital radiography is utilized, a radiographic viewer, including a hot light and magnifier
  - 7.1.6. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS, kV and focal distance for specific exposures
  - 7.1.7. a radiographic log in which is entered:
    - 7.1.7.1. the date each radiograph is taken
    - 7.1.7.2. identification of the animal and the client
    - 7.1.7.3. the area exposed to the radiograph

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- 7.2. For each x-ray source in the facility, an application in accordance with sections 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act.
- 7.3. Radiographs:
- 7.3.1. are retained for a period of at least 5 years
  - 7.3.2. are of diagnostic quality
  - 7.3.3. when not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner
- 7.3.N Where the facility uses digital radiography, the radiographic records may be stored in an electronic medium that provides a visual display of recorded information provided the recorded information is capable of being printed promptly and any changes in the recorded information are clearly indicated as changes.

## Part 8.0 Treatment Area

### 8. Treatment Area

- 8.1. The facility contains,
- 8.1.1. one or more treatment areas which can be used for preparing animals for major surgery, performing dental procedures and dental surgery, and providing medical treatment.
- 8.1.N. The treatment area is separate from the operating room and the reception area but may be part of the examination room.
- 8.1.2. Each treatment area contains,
- 8.1.2.1. a table large enough for treatment of an animal, with a readily sanitized, fluid-impervious surface,
  - 8.1.2.2. a drained sink with hot and cold running water.
- 8.2. Each such area is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment.
- 8.3. The treatment area contains or has readily available within the facility:
- 8.3.1. electric hair clippers with a fine surgical blade or a razor for hair removal
  - 8.3.2. vacuum cleaner
  - 8.3.3. preparations for cleansing skin and other tissue prior to surgery, including a skin cleaning solvent and an antiseptic skin preparation solution
  - 8.3.4. a tray or container of fresh cold sterilization solution or sterilized packs containing at least one of each of:
    - 8.3.4.1. scalpel handles (not required if sterile disposable scalpels are used)
    - 8.3.4.2. scissors
    - 8.3.4.3. suture needles, (not required if sterile suture with swaged on needles are available)
    - 8.3.4.4. needle drivers
    - 8.3.4.5. thumb forceps
    - 8.3.4.6. hemostatic forceps
  - 8.3.5. sterile gauze sponges
  - 8.3.6. absorbable and non-absorbable sterile suture material
  - 8.3.7. sterile intravenous catheters and administration sets



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- 8.3.8. intravenous stand or equivalent
- 8.3.9. drainage tubes, irrigation solutions and irrigation application supplies
- 8.3.10. sterile needles and syringes
- 8.3.11. sterile scalpel blades
- 8.3.12. air/compressed gas or electrically driven dental unit with high & low speed hand pieces and safety glasses for operators
- 8.3.13. straight, contra and reduction gear angle hand pieces
- 8.3.14. suction source
- 8.3.15. mouth gags and props
- 8.3.16. examination mirror
- 8.3.17. lip retractors
- 8.3.18. dental patient table
- 8.3.19. equipment and materials for the performance of periodontics:
  - 8.3.19.1. explorers, chisels and probes
  - 8.3.19.2. hand scalers and curettes
  - 8.3.19.3. sonic or ultrasonic scaler
  - 8.3.19.4. prophylaxis angle, cups and paste
  - 8.3.19.5. dental and periosteal elevators of varying sizes
  - 8.3.19.6. flour of pumice
  - 8.3.19.7. fluoride gel/foam/varnish
- 8.3.20. equipment and materials for the performance of endodontic:
  - 8.3.20.1. endodontic files and reamers of varying types, sizes and lengths
  - 8.3.20.2. endodontic pluggers and spreaders, stops and sealer
  - 8.3.20.3. paper points of varying sizes
  - 8.3.20.4. calcium hydroxide powder or mineral trioxide aggregate
  - 8.3.20.5. glass or plastic slab or mixing pad/papers and spatula
  - 8.3.20.6. heated and thermoplastic gutta percha system with points and cones of varying sizes
  - 8.3.20.7. irrigation needles and solutions including sodium hypochlorite, hydrogen peroxide and saline
  - 8.3.20.8. retrograde filling and core build-up material
  - 8.3.20.9. endodontic ruler.
- 8.3.21. equipment and materials for the performance of restorative dentistry (prosthodontics):
  - 8.3.21.1. crown preparation impression materials and trays
  - 8.3.21.2. crown preparation and finishing burs
  - 8.3.21.3. crown buildup material and cement/bonding agent
  - 8.3.21.4. enamel etching material/acid
  - 8.3.21.5. hemostatic solution/agents
  - 8.3.21.6. photo-polymerization (curing) light with safety lens or safety glasses
  - 8.3.21.7. dentin bonding agent
  - 8.3.21.8. gingival retraction cord and cord packing instrument
  - 8.3.21.9. crown puller
  - 8.3.21.10. composite and glass ionomer restorative materials with carriers, pluggers, placement instruments and polishing paste
  - 8.3.21.11. plastic filling instruments
- 8.3.22. equipment and materials for the performance of orthodontics:
  - 8.3.22.1. alginate impression material and spatula
  - 8.3.22.2. impression trays and adhesives
  - 8.3.22.3. rubber mixing bowls of various sizes
  - 8.3.22.4. dental stone and spatula
  - 8.3.22.5. vibrator

- 8.3.22.6. dental composites or acrylics
- 8.3.22.7. power chains, elastic ligatures and elastics
- 8.3.22.8. dental brackets/buttons of varying sizes
- 8.3.22.9. brackets, application pliers and removal instrument
- 8.3.22.10. bite registration material
- 8.3.22.11. orthodontic/orthopedic wire of varying sizes, bending pliers and wire cutters
- 8.3.22.12. three prong pliers
- 8.3.22.13. burs and discs for composites or acrylics
- 8.3.23. additional equipment and materials for the performance of oral and orthopedic surgery:
  - 8.3.23.1. extraction forceps
  - 8.3.23.2. epoxy resin for extra-oral splinting of maxillary/mandibular fractures
  - 8.3.23.3. osteotome & mallet
  - 8.3.23.4. k-wires and IM pins
  - 8.3.23.5. synthetic or natural bone grafting material
- 8.4. The facility contains, outside the operating room, a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).

## Part 9.0 Anaesthesia

### 9. Anaesthesia

- 9.1. The facility contains an area for the administration of general anaesthesia (can be the same area as the treatment area).
- 9.2. The anaesthesia area contains or has readily available within the facility:
  - 9.2.1. pre-anesthetic agents
  - 9.2.2. induction anesthetic agents for intravenous administration
  - 9.2.3. cuffed endotracheal tubes and tube adaptors appropriate to the tracheal sizes of reasonably expected animals
  - 9.2.4. antiseptic agent for venipuncture preparation
  - 9.2.5. sterilized needles and syringes
  - 9.2.6. a machine for the administration of gaseous anaesthesia that includes a canister containing a fresh agent to absorb carbon dioxide
  - 9.2.7. gaseous agent for the induction and maintenance of general anaesthesia
  - 9.2.8. a cylinder of compressed medical oxygen that is securely fastened
  - 9.2.9. a gas scavenging system that complies with the requirements of the *Occupational Health and Safety Act*
  - 9.2.10. a bag device for monitoring respiration or an electronic respiratory monitor
  - 9.2.11. a stethoscope
  - 9.2.12. a cardiac monitoring device
  - 9.2.13. a blood pressure monitoring device
  - 9.2.14. a blanket or towel to retain an animal's body heat
- 9.3. The facility contains an anesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia in the facility:
  - 9.3.1. the date of induction
  - 9.3.2. the name of the client
  - 9.3.3. the breed, age, sex, weight and identity of the anaesthetized animal

- 9.3.4. the pre-anesthetic condition of the animal, e.g., whether the animal was healthy; indicated a mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
- 9.3.5. the name, dose and route of administration of any pre-anesthetic agents
- 9.3.6. the name, dose and route of administration of anesthetic agents
- 9.3.7. the nature of the procedures performed under the anesthetic
- 9.3.8. the post-anesthetic condition of the animal, e.g., whether the animal recovered normally; demonstrated vocalization, excitement or paddling; demonstrated extreme vocalization, convulsions or vomiting; suffered cardiac or respiratory arrest; or died

9.4. Anesthetic monitoring charts (flow chart).

## Part 10.0 Operating Room (Discretionary)

### 10. Operating Room (Discretionary)

- 10.1. If major surgical procedures are performed under sterile conditions the facility must contain a completely enclosed room (the operating room) used solely for this purpose.
  - 10.1.N. Dental surgery is considered a non-sterile procedure and need not be performed in an operating room. In the case of a practice specializing in dentistry, there is no requirement for an operating room. If an operating room is not present, then the following contents must be available in the treatment room.
- 10.2. The operating room,
  - 10.2.1. is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment,
  - 10.2.2. has walls, floor and doors of solid, fluid-impervious material that can be readily sanitized.
- 10.3. The operating room contains:
  - 10.3.1. a surgical table with a readily sanitized, fluid-impervious surface
  - 10.3.2. an insulating pad to reduce heat loss from the animal's body to the surface of the operating table
  - 10.3.3. at least one adjustable surgical light source
  - 10.3.4. absorbable and non-absorbable sterile suture material
  - 10.3.5. instruments, gowns, towels, drapes, gloves, gauze sponges, needles and scalpel blades, which are sterilized
  - 10.3.6. an instrument table or tray with a readily sanitized surface
  - 10.3.7. a garbage disposal container with a readily sanitized, fluid-impervious interior or a disposable fluid-impervious liner
  - 10.3.8. a catheter, delivery system and fluids for the intravenous administration of parenteral fluids
  - 10.3.9. all items sterilized in the facility display the date of sterilization and the name or initials of the person who carried out the sterilization
  - 10.3.10. surgical packs
  - 10.3.11. all packs contain an internal sterility monitor
- 10.4. The operating room does not contain a wet sink.

- 10.5. The facility contains a surgical log, either alone or in combination with the anesthetic log, in which is entered in respect of each major surgical procedure performed in the facility:
- 10.5.1. the date of each procedure
  - 10.5.2. the name of the client
  - 10.5.3. the breed, age, sex, weight and identity of the animal upon which the procedure is performed
  - 10.5.4. the name of the surgeon
  - 10.5.5. the nature of each procedure
  - 10.5.6. the animal's pre-operative condition, e.g., whether the animal was healthy; indicated mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 10.5.7. the animal's post-operative condition, e.g., whether the animal demonstrated an unremarkable condition and status during the post-surgical period; required post-surgical care; or died during or shortly after surgery
  - 10.5.8. the length of time taken to perform the procedure

## Part 11.0 Confinement

### 11. Confinement

- 11.1. There are one or more areas for,
- 11.1.1. the confinement of animals in compartments,
  - 11.1.2. the exercise and holding of animals in at least one run.
- 11.2. The facility contains enough compartments and runs to accommodate the reasonably expected number of confined animals.
- 11.3. Each compartment:
- 11.3.1. is constructed of readily sanitized, fluid-impervious material
  - 11.3.2. is well lit
  - 11.3.3. has adequate air circulation in it
  - 11.3.4. is covered by a roof or ceiling of solid and fluid-impervious material. (If there are indoor runs, then each outdoor run, if present, need not comply with 11.3.4).
- 11.4. The compartments are large enough to accommodate comfortably animals of the reasonably expected sizes.
- 11.5. Each compartment:
- 11.5.1. allows adequate amounts of air to circulate within it
  - 11.5.2. is secure and solidly constructed
  - 11.5.3. permits easy observation of the animal
  - 11.5.4. has 5 sides constructed of a solid, readily sanitized, fluid-impervious material, or, has a bottom and three sides constructed of solid, readily sanitized, fluid-impervious material and a top constructed to prevent escape and animal to animal contact. The top, if not solid, must be kept clear of material at all times
  - 11.5.5. has a door effective to prevent the contained animal from escape
- 11.6. The facility contains:
- 11.6.1. equipment and materials for minor grooming of animals, including a sink or tub, dryer and brushes
  - 11.6.2. equipment and materials for applying disinfectants to compartments

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- 11.6.3. material for clean, dry bedding
  - 11.6.4. blankets or towels for the prevention of heat loss
  - 11.6.5. equipment and materials for identifying animals and their compartments
  - 11.6.6. cat litter and litter trays if cats are expected for treatment
  - 11.6.7. containers for waste from confinement areas
- 11.7. For the purpose of feeding confined animals, the facility contains,
- 11.7.1. a dry area for the storage of food,
  - 11.7.2. containers and utensils for feeding and watering animals that are made of readily sanitized material or are disposable.
- 11.8. The food storage area contains sufficient quantity and variety of food to feed nutritiously the reasonably expected number and variety of confined animals.
- 11.9. Each run:
- 11.9.1. is at least 2.5 feet (or 0.75 metres) wide, 5.0 feet (or 1.5 metres) high and 15 square feet (or 1.35 square metres) in area
  - 11.9.2. is constructed so liquid from one run is not accessible to an animal in another run
  - 11.9.3. has a door which does not open onto another run
  - 11.9.4. is well constructed and secure
  - 11.9.5. is well ventilated
  - 11.9.6. is maintained in a clean, dry and sanitary manner
- 11.10. Partitions between runs are at least 5.0 feet (1.5 metres) high and are solid from the floor up to a height of at least 4.0 feet (1.2 metres) to prevent nose to nose contact between animals in adjacent runs.
- 11.11. If no indoor run is provided, then the outdoor run or runs must provide adequate protection from the elements.

## Part 12.0 Necropsy

### 12. Necropsy

- 12.1. Unless records kept at the facility demonstrate a regular pattern of transferal for necropsy to another member, the facility contains an area that can be used for the performance of necropsy.
- 12.2. If required in 12. 1, the necropsy area contains or has readily available at least one of each of the following:
- 12.2.1. knives
  - 12.2.2. scalpels
  - 12.2.3. scissors
  - 12.2.4. bone cutters or saws
  - 12.2.5. forceps

## Part 13.0 Housekeeping

### 13. Housekeeping

- 13.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 13.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area and the area around the building are free of impediments and obstructions.
- 13.3. The floors and walls throughout the entire facility are readily sanitized.
- 13.4. Carcasses are disposed of within 24 hours unless frozen.
- 13.5. The facility contains, outside the operating room, an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, including,
  - 13.5.1. towels,
  - 13.5.2. personal protective equipment (smocks, lab coats, aprons or some combination of them),
  - 13.5.3. masks and caps.

## Part 14.0 Safety

### 14. Safety

- 14.1. Clear written instructions for the evaluation of animals and staff from the facility in case of fire or other emergency are posted prominently.
- 14.2. There is a source of emergency lighting in the facility, e.g., large flashlight.
- 14.3. Emergency telephone numbers for police, fire department, hospital and poison-control centre are posted.
- 14.4. Doors and windows are self-closing or otherwise secured to prevent the escape or theft of animals and the theft of drugs.
- 14.5. There is adequate exterior illumination of entrances, walkways and parking areas.
- 14.6. The facility contains at least one readily accessible all-purpose fire extinguisher.
- 14.N. The facility is expected to comply with the current local municipal fire code.

## Part 15.0 Mobile (Discretionary)

### 15. Mobile (Discretionary)

- 15.1. Where the facility uses a mobile to provide service, the following equipment or supplies are readily available in the mobile unit in addition to the equipment appropriate to the specialty being performed:

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- 15.1.1. restraint devices appropriate to the species being examined
  - 15.1.2. stethoscope
  - 15.1.3. alcohol or other disinfectant
  - 15.1.4. examination gloves
  - 15.1.5. lubricant
  - 15.1.6. disinfectant for examination surfaces and applicators for the disinfectant
  - 15.1.7. examination light
  - 15.1.8. thermometer
  - 15.1.9. disposable boot covers or boots that are readily sanitized and a bucket, a brush and disinfectant
  - 15.1.10. equipment generally recognized by the specialty as being necessary to perform the expected diagnostics
- 15.2. Drugs in the mobile unit requiring refrigeration are kept in a device adequate to maintain the temperature recommended by the manufacturer.
- 15.3. The mobile unit contains at least one each of the following:
- 15.3.1. adrenergic/sympathomimetic
  - 15.3.2. anti-cholinergic
  - 15.3.3. sedative/tranquilizer
  - 15.3.4. analgesics as appropriate to the task
  - 15.3.5. anesthetic: local/regional appropriate to the task
  - 15.3.6. if narcotics are used, a narcotic reversal agent
- 15.4. Bulk supplies of drugs are kept in the base unit and the mobile unit contains drugs sufficient only for the reasonably expected daily need.
- 15.5. The mobile unit contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.

## TITLE 12. SPECIALTY ANIMAL HOSPITAL

### Subdivision 2 – Ophthalmology

This subdivision of the title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a specialty animal hospital for the specialty of ophthalmology.

#### Part 1.0 General

##### 1. General

- 1.1. The facility,
  - 1.1.1. is self-contained,
  - 1.1.2. has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway or mall.
  - 1.1.3. Must employ only board-certified specialists, or veterinarians in a training program, under the supervision of a board-certified specialist as per O.Reg. 1093 s. 36(3)(4)
  - 1.1.4. Must ensure that specialists are available on call overnight,
  - 1.1.5. Must immediately notify the College of any changes to staff at the facility.
  
- 1.2. The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.
  - 1.2N The facility must accept only clients that are referred from other veterinarians, and not provide primary care services.**
  
- 1.3. The facility is not, and does not appear to be, associated with or operated in connection with another enterprise.
  - 1.3.N. Standards 1.2 and 1.3 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.
  
- 1.4. The facility is not located in, and has no direct public access to, a commercial establishment,
  - 1.4.1. where animals are bought or sold,
  - 1.4.2. providing animal food or other goods or services used principally by, with or for animals.
  
- 1.5. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (5), (6), and (7) include the following provisions:

The record for each companion animal contains:

  - 1.5.1. patient identification, including species, breed, colour, age and sex
  - 1.5.2. client's name, address and telephone numbers
  - 1.5.3. if the client is likely to be absent from his or her address while the animal is confined with the member, the name, address and telephone number of a person to be contacted in case of an emergency
  - 1.5.4. date of each time that the member sees the animal
  - 1.5.5. history of the animal's health, including a record of vaccinations
  - 1.5.6. the animal's current weight
  - 1.5.7. particulars of each assessment, including physical examination data and diagnostic investigations performed or ordered by the member and the results of each assessment



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**Subdivision 2 – Ophthalmology**

- 1.5.8. a note of any professional advice given regarding the animal and an indication of when and to whom the advice was given if other than the client
- 1.5.9. all medical or surgical treatments and procedures used, dispensed, prescribed or performed by or at the direction of the member, including the name, strength, dose and quantity of any drugs.
  - 1.5.9.1. One of the following with respect to each surgical treatment:

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- 1.5.9.1.1. written consent to the surgical treatment signed by or on behalf of the owner of the animal, a note that the owner of the animal or a person on the owner's behalf consented orally to the surgical treatment, and the reason why the consent was not in writing,
  - 1.5.9.1.2. a note that neither the owner of the animal nor anyone on the owner's behalf was available to consent to the surgical treatment, and the reason why, in the member's opinion, it was medically advisable to conduct the surgical treatment.
  - 1.5.10. a copy of all reports prepared by the member in respect of the animal
  - 1.5.11. final assessment of the animal
  - 1.5.12. fees and charges, showing separately those for drugs and those for advice or other services
  - 1.5.13. any additional records required by this Regulation
  - 1.5.14. records are legibly written or typewritten
  - 1.5.15. records are kept in a systematic manner
  - 1.5.16. in practices of more than one practitioner or practices that employ locums, the records are identified after each entry with the initials or code of the veterinarian responsible for the procedure
  - 1.5.17. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
  - 1.5.18. the records required by this section may be made and maintained in an electronic computer system that:
    - 1.5.18.1. Provides a visual display of the recorded information
    - 1.5.18.2. Provides a means of access to the record of each animal by its name or other unique identifier
    - 1.5.18.3. Is capable of printing the recorded information promptly
    - 1.5.18.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
  - 1.5.19. The electronic computer system maintains an audit trail that:
    - 1.5.19.1. Records the date and time of each entry of information for each animal
    - 1.5.19.2. Indicates any changes in the recorded information
    - 1.5.19.3. Preserves the original content of the recorded information when changed or updated
    - 1.5.19.4. Is capable of being printed separately from the recorded information of each animal
  - 1.5.20. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
  - 1.5.21. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
  - 1.5.22. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.
- 1.5A The records kept in the facility must include an appropriate ophthalmic charting system.
- 1.6. The facility contains consent-to-surgery forms for execution by clients, and there is evidence that the forms are used and maintained in the animal's medical record.
- 1.7. Informed written consent must be obtained from the client when a member, or his or her auxiliary, must transport an animal or animals between accredited facilities.

## Part 2.0 Library

### 2. Library

#### 2.1. The facility contains:

- 2.1.1. 1 or more veterinary reference textbooks published within the prior three years on topics in veterinary medicine or surgery related to the veterinary ophthalmology practiced in the facility
- 2.1.2. 2 or more current subscriptions to journals related to ophthalmology that are generally accepted as authoritative in recent developments in the field, or alternatively, a subscription to a computerized veterinary information network
- 2.1.3. a copy of the *Veterinarians Act* and the regulations, standards, and by-laws under the Act
- 2.1.4. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*
- 2.1.5. a human pharmaceutical reference that is relevant to the Canadian context
- 2.1.6. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years

2.1.N. The above library requirements may be met by having access to an electronic equivalent. Where there are insufficient veterinary references for the described speciality, consideration will be given to alternative human reference material.

## Part 3.0 Client Amenities

### 3. Client Amenities

#### 3.1. The facility contains a reception area.

3.1.N. The reception area cannot be within the examination room.

#### 3.2. The reception area,

- 3.2.1. is entered directly from the outside of the facility,
- 3.2.2. contains sufficient seating for the reasonably expected number of clients.

#### 3.3. The furniture in the reception area is clean and in good repair.

#### 3.4. The facility contains a washroom that can be used by clients.

## Part 4.0 Examination Room

### 4. Examination Room

#### 4.1. The facility contains a room for the physical examination of animals.

4.1.N. The examination room may also be used as a treatment area.

#### 4.2. The examination room is,

- 4.2.1. large enough for a veterinarian to examine an animal conveniently with a client present in the area, together with any necessary (and at least one) assistant and the required equipment,

- 4.2.2. well lit.
- 4.3. The examination room contains,
  - 4.3.1. an examination table, with a readily sanitized, fluid-impervious surface,
  - 4.3.2. a waste receptacle.
- 4.4. The following equipment and supplies are readily available in the facility:
  - 4.4.1. restraint devices such as a leash, muzzle, or safety snare
  - 4.4.2. stethoscope
  - 4.4.3. alcohol or other disinfectant
  - 4.4.4. thermometer
  - 4.4.5. examination gloves
  - 4.4.6. lubricant
  - 4.4.7. disinfectant for the examination table and applicators for the disinfectant
  - 4.4.8. a weigh scale appropriate to the weights of reasonably expected animals
  - 4.4.9. elizabethan collars of various sizes
  - 4.4.10. transilluminator
  - 4.4.11. naso-lacrimal cannula
  - 4.4.12. Schirmer tear test strips
  - 4.4.13. fluorescein eye-staining strips or single-dose disposable fluorescein eye drops

## Part 5.0 Pharmacy

### 5. Pharmacy

- 5.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 5.2. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 5.3. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.
- 5.4. Biologics and other drugs requiring refrigeration are kept in a refrigerator.
- 5.5. The facility contains at least one each of the following:
  - 5.5.1. adrenergic/sympathomimetic
  - 5.5.2. anti-cholinergic
  - 5.5.3. analgesic
  - 5.5.4. sedative/tranquilizer
  - 5.5.5. anesthetic: local/regional
  - 5.5.6. oral or injectable anti-inflammatory (steroidal and non-steroidal)
  - 5.5.7. anti-microbial for intramuscular, intravenous, and topical administration
  - 5.5.8. anti-convulsant
  - 5.5.9. diuretic
  - 5.5.10. emetic and anti-emetic
  - 5.5.11. replacement fluids for intravenous administration
  - 5.5.12. if narcotics are used, a narcotic reversal agent
  - 5.5.13. ophthalmic anti-glaucoma solution

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- 5.5.14. ophthalmic anti-inflammatory solution (steroidal & non-steroidal)
  - 5.5.15. ophthalmic lubricant/tears
  - 5.5.16. topical cycloplegic/mydriatic
  - 5.5.17. topical miotic solution
  - 5.5.18. sterile ophthalmic flush
  - 5.5.19. lacrimomimetic
  - 5.5.20. ophthalmic anesthetic solution
  - 5.5.21. topical carbonic anhydrase inhibitor
  - 5.5.22. osmotic diuretic (mannitol)
- 5.6. If drugs are dispensed from the hospital, the containers in which the drugs are dispensed are marked with:
- 5.6.1. the name, strength, and quantity of the drug
  - 5.6.2. the date the drug is dispensed
  - 5.6.3. the name and address of the member
  - 5.6.4. the identity of the animal or group of animals for which it is dispensed
  - 5.6.5. the name of the owner of the animal(s)
  - 5.6.6. prescribed directions for use
- 5.7. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.
- A member shall keep a record of drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:
- 5.7.1. the date of purchase of the drug and, if different, the date the member received the drug
  - 5.7.2. the name, strength and quantity of the drug received
  - 5.7.3. name and address of the person from whom the drug was purchased
  - 5.7.4. purchase price
  - 5.7.5. in the case of a controlled substance, ketamine or a targeted drug, the signature of the member who made the purchase and the signature of the person who received it.
- 5.8. If controlled substances are dispensed from the hospital, a controlled substances register is kept and contains the following information;
- 5.8.1. the date the controlled substance is dispensed or administered
  - 5.8.2. the name and address of the client
  - 5.8.3. the name, strength and quantity of the controlled substance dispensed or administered,
  - 5.8.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 5.9. There is evidence that an audit of controlled drug inventory is done at least weekly.

## Part 6.0 Laboratory & Diagnostics

### 6. Laboratory & Diagnostics

- 6.1. The facility contains the following laboratory equipment:
  - 6.1.1. microscope, microscope slides and cover slips
  - 6.1.2. staining solutions for cytology examinations
  - 6.1.3. forms for recording laboratory results
- 6.2. The facility contains the following diagnostic equipment:

- 6.2.1. binocular indirect ophthalmoscope
  - 6.2.2. diopter lenses (2 or more)
  - 6.2.3. electroretinogram
  - 6.2.4. operating microscope
  - 6.2.5. slit lamp biomicroscope
  - 6.2.6. tonometer
  - 6.2.7. gonioscopic lenses and gel
  - 6.2.8. blood pressure monitoring device (also listed in 9.2 anaesthesia)
- 6.3. The following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:
- 6.3.1. haematology
  - 6.3.2. immunology
  - 6.3.3. biochemistry
  - 6.3.4. cytology
  - 6.3.5. microbiology
  - 6.3.6. histopathology
  - 6.3.7. parasitology
  - 6.3.8. electrocardiography can be performed within the facility or there is evidence of an arrangement that electrocardiography is performed by a member in another facility in close geographical proximity to the facility or by a diagnostic service or there is a suitable combination for the performance of electrocardiography.

## Part 7.0 Radiology

### 7. Radiology

- 7.1. If the member or members who own or lease the facility have a written agreement with an accredited companion animal hospital within close geographical proximity to perform radiology on an “as need” basis then part 7 is discretionary.
- 7.2. The facility contains equipment to perform radiography as well as:
- 7.2.1. protective equipment that includes:
    - 7.2.1.1. a collimator or cone
    - 7.2.1.2. two protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees
    - 7.2.1.3. two pairs of gloves of at least 0.5 lead equivalent with cuffs
    - 7.2.1.4. individual monitoring badges that are worn by all people regularly involved in radiology procedures
    - 7.2.1.5. at least two thyroid protectors
  - 7.2.2. assorted and appropriate sizes of unexposed x-ray film (or digital equivalent) that is properly stored
  - 7.2.3. unless the facility uses digital radiography, appropriate film hangers and, where required multiple clip drying stands
  - 7.2.4. unless digital radiography is utilized, a tabletop or standard automatic film processor with in date chemicals, or alternatively a standard dark room that contains
    - 7.2.4.1. a tank or tray containing fresh (in date) chemicals for developing and fixing exposed film
    - 7.2.4.2. a tank or tray containing fresh water for washing film
    - 7.2.4.3. a tank thermometer

- 7.2.4.4. a safety light
- 7.2.5. except where digital radiography is utilized, a radiographic viewer, including a hot light and magnifier
- 7.2.6. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS, kV, and focal distance for specific exposures
- 7.2.7. a radiographic log in which is entered:
  - 7.2.7.1. the date each radiograph is taken
  - 7.2.7.2. identification of the animal and the client
  - 7.2.7.3. the area exposed to the radiograph
- 7.3. For each x-ray source in the facility, an application in accordance with sections 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act.
- 7.4. Radiographs:
  - 7.4.1. are retained for a period of at least 5 years
  - 7.4.2. are of diagnostic quality
  - 7.4.3. when not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner
  - 7.4.N Where the facility uses digital radiography, the radiographic records may be stored in an electronic medium that provides a visual display of recorded information provided the recorded information is capable of being printed promptly and any changes in the recorded information are clearly indicated as changes.

## Part 8.0 Treatment Area

### 8. Treatment Area

- 8.1. The facility contains,
  - 8.1.1. one or more treatment areas which can be used for preparing animals for major surgery, performing minor surgery, and providing medical treatment.
  - 8.1.N. The treatment area is separate from the operating room and the reception area, but may be part of the examination room
  - 8.1.2. Each treatment area contains,
    - 8.1.2.1. a table large enough for treatment of an animal, with a readily sanitized, fluid-impervious surface,
    - 8.1.2.2. a drained sink with hot and cold running water.
- 8.2. Each such area is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment.
- 8.3. The treatment area contains or has readily available within the facility:
  - 8.3.1. electric hair clippers with a fine surgical blade or a razor for hair removal
  - 8.3.2. vacuum cleaner
  - 8.3.3. preparations for cleansing skin and other tissue prior to surgery, including a skin cleaning solvent and an antiseptic skin preparation solution
  - 8.3.4. sterile gauze sponges
  - 8.3.5. absorbable and non-absorbable sterile suture material

- 8.3.6. sterile intravenous catheters and administration sets
- 8.3.7. intravenous stand or equivalent
- 8.3.8. drainage tubes, irrigation solutions and irrigation application supplies
- 8.3.9. sterile needles and syringes
- 8.3.10. sterile scalpel blades
- 8.3.11. a tray or container of fresh cold sterilization solution or sterilized packs containing at least one of each of:
  - 8.3.11.1. scalpel handles (not required if sterile disposable scalpels are used)
  - 8.3.11.2. scissors
  - 8.3.11.3. suture needles (not required if sterile suture with swaged-on needles are available)
  - 8.3.11.4. needle drivers
  - 8.3.11.5. thumb forceps
  - 8.3.11.6. haemostatic forceps
  - 8.3.11.7. cilia forceps
  - 8.3.11.8. lid speculums
  - 8.3.11.9. mosquito hemostat
  - 8.3.11.10. ophthalmic needle drivers
  - 8.3.11.11. ophthalmic forceps
  - 8.3.11.12. ophthalmic scissors
  - 8.3.11.13. spatula or blades

## Part 9.0 Anaesthesia

### 9. Anaesthesia

- 9.1. The facility contains an area for the administration of general anaesthesia (can be the same area as the treatment area).
- 9.2. The anaesthesia area contains or has readily available within the facility:
  - 9.2.1. pre-anesthetic agents
  - 9.2.2. induction anesthetic agents for intravenous administration
  - 9.2.3. cuffed endotracheal tubes and tube adaptors appropriate to the tracheal sizes of reasonably expected animals
  - 9.2.4. antiseptic agent for venipuncture preparation
  - 9.2.5. sterilized needles and syringes
  - 9.2.6. a machine for the administration of gaseous anaesthesia that includes a canister containing a fresh agent to absorb carbon dioxide
  - 9.2.7. gaseous agent for the induction and maintenance of general anaesthesia
  - 9.2.8. a cylinder of compressed medical oxygen that is securely fastened
  - 9.2.9. a gas scavenging system that complies with the requirements of the *Occupational Health and Safety Act*
  - 9.2.10. a bag device for monitoring respiration or an electronic respiratory monitor
  - 9.2.11. a stethoscope
  - 9.2.12. a cardiac monitoring device
  - 9.2.13. a blood pressure monitoring device
  - 9.2.14. a blanket or towel to retain an animal's body heat
- 9.3. The facility contains an anesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia in the facility:
  - 9.3.1. the date of induction



- 9.3.2. the name of the client
- 9.3.3. the breed, age, sex, weight, and identity of the anaesthetized animal
- 9.3.4. the pre-anesthetic condition of the animal, e.g., whether the animal was healthy; indicated a mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
- 9.3.5. the name, dose, and route of administration of any pre-anesthetic agents
- 9.3.6. the name, dose, and route of administration of anesthetic agents
- 9.3.7. the nature of the procedures performed under the anesthetic
- 9.3.8. the post-anesthetic condition of the animal, e.g., whether the animal recovered normally; demonstrated vocalization, excitement, or paddling; demonstrated extreme vocalization, convulsions or vomiting; suffered cardiac or respiratory arrest; or died

9.4. Anesthetic monitoring charts (flow chart),

## Part 10.0 Operating Room

### 10. Operating Room

- 10.1. If major surgical procedures are performed under sterile conditions the facility must contain a completely enclosed room (the operating room) used solely for this purpose.
- 10.2. The operating room,
  - 10.2.1. is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment,
  - 10.2.2. has walls, floor and doors of solid, fluid-impervious material that can be readily sanitized.
- 10.3. The operating room does not contain a wet sink.
- 10.4. The facility contains, outside the operating room, a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).
- 10.5. The operating room contains:
  - 10.5.1. a surgical table with a readily sanitized, fluid-impervious surface
  - 10.5.2. an insulating pad to reduce heat loss from the animal's body to the surface of the operating table
  - 10.5.3. at least one adjustable surgical light source
  - 10.5.4. absorbable and non-absorbable sterile suture material
  - 10.5.5. instruments, gowns, towels, drapes, gloves, gauze sponges, needles, and scalpelblades, which are sterilized
  - 10.5.6. an instrument table or tray with a readily sanitized surface
  - 10.5.7. a garbage disposal container with a readily sanitized, fluid-impervious interior or a disposable fluid-impervious liner
  - 10.5.8. a catheter, delivery system and fluids for the intravenous administration of parenteral fluids
  - 10.5.9. extra-ocular surgical pack
  - 10.5.10. intra-ocular surgical pack
  - 10.5.11. all items sterilized in the facility display the date of sterilization and the name or initials of the person who carried out the sterilization
  - 10.5.12. all packs contain an internal sterility monitor

- 10.5.13. a device to remove distichia
- 10.5.14. phacoemulsification unit
  
- 10.6. The facility contains a surgical log, either alone or in combination with the anesthetic log, in which is entered in respect of each major surgical procedure performed in the facility:
  - 10.6.1. the date of each procedure
  - 10.6.2. the name of the client
  - 10.6.3. the breed, age, sex, weight, and identity of the animal upon which the procedure is performed
  - 10.6.4. the name of the surgeon
  - 10.6.5. the nature of each procedure
  - 10.6.6. the animal's pre-operative condition, e.g., whether the animal was healthy; indicated mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 10.6.7. the animal's post-operative condition, e.g., whether the animal demonstrated an unremarkable condition and status during the post-surgical period; required post-surgical care; or died during or shortly after surgery
  - 10.6.8. the length of time taken to perform the procedure

## Part 11.0 Confinement

### 11. Confinement

- 11.1. There are one or more areas for,
  - 11.1.1. the confinement of animals in compartments,
  - 11.1.2. the exercise and holding of animals in at least one run.
  
- 11.2. The facility contains enough compartments and runs to accommodate the reasonably expected number of confined animals.
  
- 11.3. Each compartment:
  - 11.3.1. is constructed of readily sanitized, fluid-impervious material
  - 11.3.2. is well lit
  - 11.3.3. has adequate air circulation in it
  - 11.3.4. is covered by a roof or ceiling of solid and fluid-impervious material. (If there are indoor runs, then each outdoor run if present, need not comply with 11.3.4).
  
- 11.4. The compartments are large enough to accommodate comfortably animals of the reasonably expected sizes.
  
- 11.5. Each compartment:
  - 11.5.1. allows adequate amounts of air to circulate within it
  - 11.5.2. is secure and solidly constructed
  - 11.5.3. permits easy observation of the animal
  - 11.5.4. has 5 sides constructed of a solid, readily sanitized, fluid-impervious material, or, has a bottom and three sides constructed of solid, readily sanitized, fluid-impervious material and a top constructed to prevent escape and animal to animal contact. The top, if not solid, must be kept clear of material at all times
  - 11.5.5. has a door effective to prevent the contained animal from escape
  
- 11.6. The facility contains:

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- 11.6.1. equipment and materials for minor grooming of animals, including a sink or tub, dryer, and brushes
  - 11.6.2. equipment and materials for applying disinfectants to compartments
  - 11.6.3. material for clean, dry bedding
  - 11.6.4. blankets or towels for the prevention of heat loss
  - 11.6.5. equipment and materials for identifying animals and their compartments
  - 11.6.6. cat litter and litter trays if cats are expected for treatment
  - 11.6.7. containers for waste from confinement areas
- 11.7. For the purpose of feeding confined animals, the facility contains,
- 11.7.1. a dry area for the storage of food,
  - 11.7.2. containers and utensils for feeding and watering animals that are made of readily sanitized material or are disposable.
- 11.8. The food storage area contains sufficient quantity and variety of food to feed nutritiously the reasonably expected number and variety of confined animals.
- 11.9. Each run:
- 11.9.1. is at least 2.5 feet (or 0.75 metres) wide, 5.0 feet (or 1.5 metres) high and 15 square feet (or 1.35 square metres) in area
  - 11.9.2. is constructed so liquid from one run is not accessible to an animal in another run
  - 11.9.3. has a door which does not open onto another run
  - 11.9.4. is well constructed and secure
  - 11.9.5. is well ventilated
  - 11.9.6. is maintained in a clean, dry, and sanitary manner
- 11.10. Partitions between runs are at least 5.0 feet (1.5 metres) high and are solid from the floor up to a height of at least 4.0 feet (1.2 metres) to prevent nose to nose contact between animals in adjacent runs.
- 11.11. If no indoor run is provided, then the outdoor run or runs must provide adequate protection from the elements.

## Part 12.0 Necropsy

### 12. Necropsy

- 12.1. Unless records kept at the facility demonstrate a regular pattern of transfer for necropsy to another member, the facility contains an area that can be used for the performance of necropsy.
- 12.2. If required in 12. 1, the necropsy area contains or has readily available at least one of each of the following:
  - 12.2.1. knives
  - 12.2.2. scalpels
  - 12.2.3. scissors
  - 12.2.4. bone cutters or saws
  - 12.2.5. forceps

## Part 13.0 Housekeeping

### 13. Housekeeping

- 13.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 13.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area, and the area around the building are free of impediments and obstructions.
- 13.3. The floors and walls throughout the entire facility are readily sanitized.
- 13.4. Carcasses are disposed of within 24 hours unless frozen.
- 13.5. The facility contains, outside the operating room, an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, including,
  - 13.5.1. towels
  - 13.5.2. personal protective equipment, (smocks, lab coats, aprons, or some combination of them)
  - 13.5.3. masks and caps

## Part 14.0 Safety

### 14. Safety

- 14.1. Clear written instructions for the evaluation of animals and staff from the facility in case of fire or other emergency are posted prominently.
- 14.2. There is a source of emergency lighting in the facility, e.g. large flashlight.
- 14.3. Emergency telephone numbers for police, fire department, hospital and poison-control centre are posted.
- 14.4. Doors and windows are self-closing or otherwise secured to prevent the escape or theft of animals and the theft of drugs.
- 14.5. There is adequate exterior illumination of entrances, walkways, and parking areas.
- 14.6. The facility contains at least one readily accessible all-purpose fire extinguisher.
- 14.N. The facility is expected to comply with the current local municipal fire code.

## Part 15.0 Mobile (Discretionary)

### 15. Mobile (Discretionary)

- 15.1. Where the facility uses a mobile to provide service, the following equipment or supplies are readily available in the mobile unit in addition to the equipment appropriate to the specialty being performed:
  - 15.1.1. restraint devices appropriate to the species being examined
  - 15.1.2. stethoscope
  - 15.1.3. alcohol or other disinfectant
  - 15.1.4. examination gloves
  - 15.1.5. lubricant
  - 15.1.6. disinfectant for examination surfaces and applicators for the disinfectant
  - 15.1.7. examination light
  - 15.1.8. thermometer
  - 15.1.9. disposable boot covers or boots that are readily sanitized and a bucket, a brush and disinfectant
  - 15.1.10. equipment generally recognized by the specialty as being necessary to perform the expected diagnostics
- 15.2. Drugs in the mobile unit requiring refrigeration are kept in a device adequate to maintain the temperature recommended by the manufacturer.
- 15.3. The mobile unit contains at least one each of the following:
  - 15.3.1. adrenergic/sympathomimetic
  - 15.3.2. anti-cholinergic
  - 15.3.3. sedative/tranquilizer
  - 15.3.4. analgesics as appropriate to the task
  - 15.3.5. anesthetic: local/regional appropriate to the task
  - 15.3.6. if narcotics are used, a narcotic reversal agent
- 15.4. Bulk supplies of drugs are kept in the base unit and the mobile unit contains drugs sufficient only for the reasonably expected daily need.
- 15.5. The mobile unit contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.

## TITLE 12. SPECIALTY ANIMAL HOSPITAL

### Subdivision 3 – Referral Hospital for Companion Animals

This subdivision of the title contains the qualifications, or minimum standards, for the accreditation of a veterinary facility as a specialty animal hospital that accepts companion-animal patients and clients by referral only.

#### Part 1.0 General

##### 1. General

###### 1.0.1 The facility must

- 1.0.1.1 employ only board-certified specialists, or veterinarians in a training program, under the supervision of a board-certified specialist as per O.Reg. 1093 s 36(3)(4)
- 1.0.1.2 ensure that specialists are available on-call overnight.
- 1.0.1.3 immediately notify the CVO of any changes to staff at the facility.
- 1.0.1.4 if a Dentistry or Ophthalmology services are offered, the facility must also meet all standards as specified in Subdivision 1 or 2, as the case may be, of the Minimum Standards for Veterinary Facilities in Ontario.

###### 1.1 The facility,

- 1.1.1 is self-contained,
- 1.1.2 has a separate and distinct entrance directly from the street or, if the facility is in a building containing more than the facility, directly from a common lobby, hallway, or mall.

###### 1.2 The facility has, and appears to have, the practice of veterinary medicine as its primary purpose.

- 1.2.N The facility must accept only clients that are referred from other veterinarians, and not provide primary-care services.

###### 1.3 The facility is not, and does not appear to be, associated with, or operated in connection with another enterprise.

- 1.3.N. Standards 1.2 and 1.3 do not prohibit the providing of ancillary services in the facility which are incidental and subordinate to the professional services provided in the facility.

###### 1.4 The facility is not located in, and has no direct public access to, a commercial establishment,

- 1.4.1 where animals are bought or sold,
- 1.4.2 providing animal food or other goods or services used principally by, with or for animals.

#### Part 2.0 Records

##### 2. Records

- 2.1. Records are kept in the facility in accordance with the relevant provisions in the current regulations, including the following excerpts. As of November 24, 2015, *Ontario Regulation 1093* s. 22 (1), (5), (6), and (7) include the following provisions:

The record for each companion animal contains:

- 2.1.1. patient identification, including species, breed, colour, age and sex
- 2.1.2. client's name, address, and telephone numbers
- 2.1.3. if the client is likely to be absent from his or her address while the animal is confined with the member, the name, address, and telephone number of a person to be contacted in case of an emergency
- 2.1.4. date of each time that the member sees the animal
- 2.1.5. history of the animal's health, including a record of vaccinations
- 2.1.6. the animal's current weight
- 2.1.7. particulars of each assessment, including physical examination data and diagnostic investigations performed or ordered by the member and the results of each assessment
- 2.1.8. a note of any professional advice given regarding the animal and an indication of when and to whom the advice was given if other than the client
- 2.1.9. all medical or surgical treatments and procedures used, dispensed, prescribed, or performed by or at the direction of the member, including the name, strength, dose and quantity of any drugs.
  - 2.1.9.1. One of the following with respect to each surgical treatment:
    - 2.1.9.1.1. written consent to the surgical treatment signed by or on behalf of the owner of the animal,
    - 2.1.9.1.2. a note that the owner of the animal or a person on the owner's behalf consented orally to the surgical treatment, and the reason why the consent was not in writing,
    - 2.1.9.1.3. a note that neither the owner of the animal nor anyone on the owner's behalf was available to consent to the surgical treatment, and the reason why, in the member's opinion, it was medically advisable to conduct the surgical treatment.
- 2.1.10. a copy of all reports prepared by the member in respect of the animal
- 2.1.11. final assessment of the animal
- 2.1.12. fees and charges, showing separately those for drugs and those for advice or other services
- 2.1.13. any additional records required by this Regulation
- 2.1.14. records are legibly written or typewritten
- 2.1.15. records are kept in a systematic manner
- 2.1.16. the records, in practices of more than one practitioner or practices that employ locums, identified after each entry with the initials or code of the veterinarian responsible for the procedure
- 2.1.17. records are retained for a period of at least five years after the date of the last entry in the record or until two years after the member ceases to practice veterinary medicine, whichever occurs first (not applicable if new facility)
- 2.1.18. the records required by this section may be made and maintained in an electronic computer system that:
  - 2.1.18.1. Provides a visual display of the recorded information
  - 2.1.18.2. Provides a means of access to the record of each animal by its name or other unique identifier
  - 2.1.18.3. Is capable of printing the recorded information promptly
  - 2.1.18.4. Is capable of visually displaying and printing the recorded information for each animal in chronological order
- 2.1.19. The electronic computer system maintains an audit trail that:
  - 2.1.19.1. Records the date and time of each entry of information for each animal
  - 2.1.19.2. Indicates any changes in the recorded information

- 2.1.19.3. Preserves the original content of the recorded information when changed or updated
  - 2.1.19.4. Is capable of being printed separately from the recorded information of each animal
  - 2.1.20. The electronic computer system includes a password and other reasonable methods of protecting against unauthorized access.
  - 2.1.21. The electronic computer system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of information.
  - 2.1.22. The electronic computer system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member.
- 2.2. The facility contains consent-to-surgery forms for execution by clients, and there is evidence that the forms are used and maintained in the animal's medical record.
- 2.3. Informed written consent must be obtained from the client when a member, or his or her auxiliary, must transport an animal or animals between accredited facilities.
- 2.4. The facility contains an anaesthetic log, either alone or in combination with the surgical log, in which is entered in respect of each induction of general anaesthesia in the facility;
- 2.4.1. date of induction
  - 2.4.2. name of the client
  - 2.4.3. breed, age, sex, weight, and identity of the anaesthetized animal
  - 2.4.4. pre-anaesthetic condition of the animal, e.g., whether the animal was healthy; indicated a mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 2.4.5. name, dose, and route of administration of any pre-anaesthetic agents
  - 2.4.6. name, dose, and route of administration of anaesthetic agents
  - 2.4.7. nature of the procedures performed under the anaesthetic
  - 2.4.8. post-anaesthetic condition of the animal, e.g., whether the animal recovered normally; demonstrated vocalization; excitement or paddling; demonstrated extreme vocalization; convulsions or vomiting; suffered cardiac or respiratory arrest; or died
  - 2.4.9. anesthetic monitoring chart
- 2.5. The facility contains a surgical log, either alone or in combination with the anaesthetic log, in which is entered in respect of each major surgical procedure performed in the facility:
- 2.5.1. the date of each procedure
  - 2.5.2. name of the client
  - 2.5.3. breed, age, sex, weight, and identity of the animal upon which the procedure is performed
  - 2.5.4. name of the surgeon
  - 2.5.5. nature of each procedure
  - 2.5.6. animal's pre-operative condition, e.g., whether the animal was healthy; indicated mild disease; indicated an existing disease with mild systemic reaction; or indicated acute or severe systemic disease
  - 2.5.7. animal's post-operative condition, e.g., whether the animal demonstrated an unremarkable condition and status during the post-surgical period; required post-surgical care; or died during or shortly after surgery
  - 2.5.8. length of time taken to perform the procedure
- 2.6. The facility contains a radiographic log in which is entered:



- 2.6.1. the date each radiograph is taken
  - 2.6.2. identification of the animal and the client
  - 2.6.3. the area of the body exposed to the radiograph
  - 2.6.4. the number of radiographic views
  - 2.6.5. radiographic setting
- 2.7. The records kept in the facility must include an appropriate ophthalmic charting system.
- 2.7.N A mechanism for reporting back to the primary care veterinarian must be in place

## Part 3.0 Library

### 3. Library

- 3.1. The facility contains:
- 3.1.1. 1 or more veterinary reference textbooks published within the prior three years on advanced topics in companion animal medicine or surgery (such as diagnosis, therapy, or surgery)
  - 3.1.2. 2 or more current subscriptions to journals that are generally accepted as authoritative in recent developments in companion animal medicine or surgery related to the specialties of the hospital, or alternatively, a subscription to a computerized veterinary information network
  - 3.1.3. a copy of the *Veterinarians Act* and the regulations, standards, and by-laws under the Act
  - 3.1.4. a copy of the current regulations made under the *Drug and Pharmacies Regulation Act*
  - 3.1.5. a human pharmaceutical reference that is relevant to the Canadian context
  - 3.1.6. a copy of the *Compendium of Veterinary Products* or *CDMV Compendium* published within the last three years
  - 3.1.7. a veterinary formulary published within the last three years
- 3.1.N. The above library requirements may be met by having access to an electronic equivalent.

## Part 4.0 Client Amenities

### 4. Client Amenities

- 4.1. The facility contains a reception area.
- 4.1.N. The reception area cannot be within the examination room.
- 4.2. The reception area,
- 4.2.1. is entered directly from the outside of the facility,
  - 4.2.2. contains sufficient seating for the reasonably expected number of clients.
- 4.3. The furniture in the reception area is clean and in good repair.
- 4.4. The facility contains a washroom that can be used by clients.

## Part 5.0 Examination Room

### 5. Examination Room

- 5.1. The facility contains a room for the physical examination of animals.
  - 5.1.N. The examination room may also be used as a treatment area.
- 5.2. The examination room is,
  - 5.2.1. large enough for a veterinarian to examine an animal conveniently with a client present in the area, together with any necessary (and at least one) assistant and the required equipment,
  - 5.2.2. well lit.
- 5.3. The examination room contains,
  - 5.3.1. an examination table, with a readily sanitized, fluid-impervious surface,
  - 5.3.2. a waste receptacle.
- 5.4. The following equipment and supplies are readily available in the facility:
  - 5.4.1. restraint devices such as a leash, muzzle, or safety snare
  - 5.4.2. stethoscope
  - 5.4.3. ophthalmoscope
  - 5.4.4. fluorescein eye-staining strips
  - 5.4.5. otoscope and speculum
  - 5.4.6. alcohol or other disinfectant
  - 5.4.7. thermometer
  - 5.4.8. examination gloves
  - 5.4.9. lubricant
  - 5.4.10. disinfectant for the examination table and applicators for the disinfectant
  - 5.4.11. a weigh scale appropriate to the weights of reasonably expected animals
  - 5.4.12. mechanical device to measure intra-ocular pressure
  - 5.4.13. topical ophthalmic anesthetic drops
  - 5.4.14. Microchip Scanner capable of reading ISO compliant microchips [ISO 11784/11785][Frequency 134.2 kHz]

## Part 6.0 Pharmacy

### 6. Pharmacy

- 6.1. There is evidence of compliance with Part III of the Regulations. As of November 24, 2015, *Ontario Regulation 1093* Part III includes the following provisions.
- 6.2. Every member who dispenses drugs shall maintain a system for filing the records of the purchase and dispensing of the drugs.

A member shall keep a record of drug that he or she purchases and, immediately upon receiving the drug, the member shall enter the following information in the record:

- 6.2.1. the date of purchase of the drug and, if different, the date the member received the drug
- 6.2.2. the name, strength and quantity of the drug received
- 6.2.3. name and address of the person from whom the drug was purchased
- 6.2.4. purchase price

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- 6.2.5. in the case of a controlled substance, ketamine or a targeted drug, the signature of the member who made the purchase and the signature of the person who received it.
- 6.3. The member shall retain the written record required for a period of at least 5 years or until the member ceases to practice veterinary medicine, whichever occurs first. (not applicable if a new facility).
- 6.4. If drugs are dispensed from the hospital, the containers in which the drugs are dispensed are marked with:
  - 6.4.1. the name, strength, and quantity of the drug
  - 6.4.2. the date the drug is dispensed
  - 6.4.3. the name and address of the member
  - 6.4.4. the identity of the animal or group of animals for which it is dispensed
  - 6.4.5. the name of the owner of the animal(s)
  - 6.4.6. prescribed directions for use
- 6.5. If controlled substances are dispensed from the hospital, a controlled substances register is kept and contains the following information;
  - 6.5.1. the date the controlled substance is dispensed or administered
  - 6.5.2. the name and address of the client
  - 6.5.3. the name, strength and quantity of the controlled substance dispensed or administered
  - 6.5.4. the quantity of the controlled substance remaining in the member's inventory after the controlled substance is dispensed or administered
- 6.6. All controlled drugs and narcotics are kept in a locked cabinet designed and constructed to ensure the reasonable security of the controlled substances.
- 6.7. Secondary containers for the storage of drugs within the facility have labels containing the name, strength where applicable, lot number and expiry date of the drug.
- 6.8. Expired drugs are kept separate from unexpired drugs and are discarded in accordance with the *Food and Drugs Act* and the *Controlled Drugs and Substances Act* or returned to the manufacturer promptly after expiry.
- 6.9. Biologics and other drugs requiring refrigeration are kept in a refrigerator.
- 6.10. The facility contains at least one each of the following:
  - 6.10.1. adrenergic/sympathomimetic
  - 6.10.2. anti-cholinergic
  - 6.10.3. whole blood or, alternatively, there is evidence of an arrangement under which the members practicing in the facility can obtain whole blood as needed.
  - 6.10.4. plasma volume expander or stored frozen plasma or both
  - 6.10.5. analgesic
  - 6.10.6. sedative/tranquilizer
  - 6.10.7. anesthetic: local/regional
  - 6.10.8. anti-inflammatory
  - 6.10.9. anti-microbial for intramuscular and intravenous administration
  - 6.10.10. anti-convulsant for parenteral administration
  - 6.10.11. diuretic
  - 6.10.12. emetic and anti-emetic
  - 6.10.13. replacement fluids for intravenous administration

- 6.10.14. if parenteral narcotics are used, a narcotic reversal agent shall be present
- 6.10.15. injectable calcium
- 6.10.16. injectable dextrose
- 6.10.17. Oxytocin

6.11. There is evidence that an audit of controlled drug inventory is done at least weekly.

## Part 7.0 Diagnostics

### 7. Diagnostics

7.1. The following investigation procedures can be performed within the facility or there is evidence of an arrangement that such procedures are performed by a diagnostic laboratory or there is a suitable combination for the performance of such procedures:

- 7.1.1. hematology
- 7.1.2. biochemistry
- 7.1.3. immunology
- 7.1.4. cytology
- 7.1.5. microbiology
- 7.1.6. histopathology
- 7.1.7. parasitology

7.2. If there is no evidence of an arrangement, then the facility must contain:

- 7.2.1. microscope, microscope slides and cover slips
- 7.2.2. centrifuge and centrifuge tubes
- 7.2.3. microhematocrit centrifuge, microhematocrit capillary tubes and tube sealant. If the facility contains a hematology analyzer that is capable of performing a hematocrit
- 7.2.4. without prior centrifuging them this equipment is not required
- 7.2.5. refractometer
- 7.2.6. urinalysis test strip or tablet reagents or both
- 7.2.7. staining solutions and chemicals for blood, urine, and cytology examinations
- 7.2.8. forms for recording laboratory test results

7.1.N. The centrifuges required by items 7.2.2 and 7.2.3 may be the same if the machine is suitable for both types of functions.

7.3. Electrocardiography can be performed within the facility or there is evidence of an arrangement that electrocardiography is performed by a member in another facility in close geographical proximity to the facility or by a diagnostic service or there is a suitable combination for the performance of electrocardiography.

7.4. Where a facility performs in house laboratory testing, the facility must demonstrate evidence that internal and external controls are run with sufficient frequency that results can be acceptable as accurate.

## Part 8.0 Diagnostic Imaging

### 8. Diagnostic Imaging

- 8.1. The facility contains a diagnostic x-ray machine.
- 8.2. The facility contains,
  - 8.2.1. protective equipment that includes:
    - 8.2.1.1. a collimator or cone
    - 8.2.1.2. two protective aprons each of at least 0.5 lead equivalent that are long enough to cover an operator from the neck to below the knees
    - 8.2.1.3. two pairs of gloves of at least 0.5 lead equivalent with cuffs
    - 8.2.1.4. individual monitoring badges obtained from Health Canada, Radiation Protection Bureau that are worn by all people regularly involved in radiology procedures
    - 8.2.1.5. at least two thyroid protectors
  - 8.2.2. radiographs of all which are permanently identified with:
    - 8.2.2.1. the name of the veterinarian or the designation of the facility or both
    - 8.2.2.2. identification of the animal
    - 8.2.2.3. the date of the radiograph
    - 8.2.2.4. an indication of the left or right side of the animal
    - 8.2.2.5. an indication of time for sequential radiographic studies
  - 8.2.3. at least 2 film cassettes (holders)
  - 8.2.4. fresh, unexposed x-ray film that is properly stored
  - 8.2.5. a machine that automatically develops radiographs or, alternatively, a dark room that contains:
    - 8.2.5.1. a tank or tray containing fresh chemicals for developing and fixing exposed film
    - 8.2.5.2. a tank or tray containing fresh water for washing film
    - 8.2.5.3. a tank thermometer
    - 8.2.5.4. a safety light
    - 8.2.5.5. film hangers
    - 8.2.5.6. a radiographic viewer
    - 8.2.5.7. material for positive contrast gastrointestinal radiography
    - 8.2.5.8. calipers or a measuring tape to measure body thickness
    - 8.2.5.9. technique charts, one calibrated for each diagnostic x-ray machine, that indicate the MAS, kV and focal distance for specific body areas and thicknesses
- 8.3. For each x-ray source in the facility, an application in accordance with sections 6 or 7 of Ontario Regulation 861/90, made under the *Occupational Health and Safety Act*, has been reviewed and accepted by an inspector under that Act.  
  
Registration # \_\_\_\_\_ (if available)
- 8.4. Radiographs not stored with the clinical record for the animal are stored collectively and maintained in a systematic manner and, in either case, are retained for a period of at least 5 years.
- 8.5. The radiographs or images created are of diagnostic quality.
- 8.6. If the facility uses diagnostic and imaging equipment, the images created must be of diagnostic quality.

- 8.7. If the facility is using diagnostic radiographic equipment, then the facility need not comply with clauses 8.2.3, 8.2.4, 8.2.5, 8.2.5.1-5 and 8.2.6.
- 8.8. For the purposes of storage and transfer of digital radiographic images; DICOM (Digital Imaging and Communication in Medicine) and PACS (Picture Archiving and Communication Systems methodology or equivalent is acceptable.
- 8.9. For the purposes of viewing digital radiology images, the monitor must be a minimum of 2.5 LPMM resolutions and a minimum of 10-bit grayscale image depth (400 shades of grey).
- 8.10. Diagnostic ultrasound can be performed within the facility or there is evidence of an arrangement that diagnostic ultrasound is performed by a member in another facility or by a diagnostic service or there is a suitable combination for the performance of diagnostic ultrasound.

## Part 9.0 Treatment Area

### 9. Treatment Area

- 9.1. The facility contains,
  - 9.1.1. one or more treatment areas which can be used for preparing animals for major surgery, performing minor surgery, performing dentistry, and providing medical treatment.
    - 9.1.N. The treatment area is separate from the operating room and the reception
  - 9.1.2. Each treatment area contains,
    - 9.1.2.1. a table large enough for treatment of an animal, with a readily sanitized, fluid-impervious surface,
    - 9.1.2.2. a drained sink with hot and cold running water.
- 9.2. Each such area is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment.
- 9.3. The treatment area contains or has readily available within the facility:
  - 9.3.1. electric hair clippers and a fine surgical blade or a razor for hair removal
  - 9.3.2. vacuum cleaner or a central vacuum with an outlet in the treatment area
  - 9.3.3. preparations for cleansing skin and other tissue prior to surgery, including a skin cleaning solvent and an antiseptic skin preparation solution
  - 9.3.4. a tray or container of fresh cold sterilization solution or sterilized packs containing at least one of each of:
    - 9.3.4.1. scalpel handles (not required if sterile disposable scalpels are used)
    - 9.3.4.2. scissors
    - 9.3.4.3. suture needles
    - 9.3.4.4. needle drivers
    - 9.3.4.5. thumb forceps
    - 9.3.4.6. hemostatic forceps
  - 9.3.5. sterile gauze sponges
  - 9.3.6. absorbable and non-absorbable sterile suture material
  - 9.3.7. sterile intravenous catheters and administration sets
  - 9.3.8. sterile urinary catheters
  - 9.3.9. intravenous stand or equivalent

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- 9.3.10. drainage tubes, irrigation solutions and irrigation application supplies
  - 9.3.11. sterile needles and syringes
  - 9.3.12. cotton, gauze, bandages, tapes, and splints
  - 9.3.13. sufficient quantity of stomach tubes
  - 9.3.14. sterile scalpel blades
  - 9.3.15. intravenous fluid pump
  - 9.3.16. mobile light source
- 9.4. If dentistry is performed, the treatment area contains or has readily available in the facility:
- 9.4.1. handscalers, curettes (including a subgingival curette), and a dental probe or employer
  - 9.4.2. air compressed gas or electrically driven dental polisher
  - 9.4.3. dental elevators
  - 9.4.4. tooth extractors
- 9.5. The facility has a supply of oxygen and the means to administer the oxygen.

## Part 10.0 Anaesthesia

### 10. Anaesthesia

- 10.1. The facility contains an area for the administration of general anaesthesia (can be the same area as the treatment area).
- 10.2. The anaesthesia area contains or has readily available within the facility:
- 10.2.1. pre-anesthetic agents
  - 10.2.2. induction anesthetic agents for intravenous administration
  - 10.2.3. sufficient quantity of cuffed endotracheal tubes and tube adaptors
  - 10.2.4. antiseptic agent for venipuncture preparation
  - 10.2.5. sterilized needles and syringes
  - 10.2.6. a machine for the administration of gaseous anaesthesia that includes a canister containing a fresh agent to absorb carbon dioxide
  - 10.2.7. gaseous agent for the induction and maintenance of general anaesthesia
  - 10.2.8. a cylinder of compressed medical oxygen that is securely fastened
  - 10.2.9. a gas scavenging system that complies with the requirements of the *Occupational Health and Safety Act*
  - 10.2.10. a stethoscope
  - 10.2.11. a method of maintaining an animal's body heat
  - 10.2.12. 2 or more re-breathing bags
  - 10.2.13. anesthetic delivery circuits
  - 10.2.14. One or more electronic devices for the continuous monitoring of cardiac and/or respiratory function such as: respiratory monitor, pulse oximeter, a continuous blood pressure monitor, a continuous ECG monitor, capnograph or an esophageal stethoscope.

## Part 11.0 Operating Room

### 11. Operating Room

- 11.1. The facility contains a completely enclosed room used solely for the performance of major surgical procedures under sterile conditions.
- 11.2. The operating room,
  - 11.2.1. is large enough to accommodate readily a veterinarian, an animal, any necessary (and at least one) assistant and the required equipment,
  - 11.2.2. has walls, floor and doors of solid, fluid-impervious material that can be readily sanitized.
- 11.3. The operating room contains:
  - 11.3.1. a surgical table with a readily sanitized, fluid-impervious surface
  - 11.3.2. an insulating pad to reduce heat loss from the animal's body to the surface of the operating table
  - 11.3.3. at least one adjustable surgical lamp
  - 11.3.4. an instrument table or tray with a readily sanitized surface
  - 11.3.5. a garbage disposal container with a readily sanitized, fluid-impervious interior or a disposable fluid-impervious liner
  - 11.3.6. a catheter, delivery system and fluids for the intravenous administration of parenteral fluids
- 11.4. The operating room contains or has readily available within the facility:
  - 11.4.1. absorbable and non-absorbable sterile suture material
  - 11.4.2. instruments, gowns, towels, drapes, gloves, gauze sponges, needles, and scalpelblades, which are sterilized
  - 11.4.3. all items sterilized in the facility display the date of sterilization and the name or initials of the person who carried out the sterilization
  - 11.4.4. the following sterilized instruments:
    - 11.4.4.1. scissors
    - 11.4.4.2. 2 thumb forceps
    - 11.4.4.3. 4 towel clamps
    - 11.4.4.4. scalpel handle (not required if disposable sterile scalpels used)
    - 11.4.4.5. 4 hemostatic forceps
    - 11.4.4.6. needle driver
      - 11.4.4.6.1. all packs contain an internal sterility monitor
      - 11.4.4.6.2. surgical caps and masks
- 11.5. The operating room does not contain a wet sink.
  - 11.5.N. **Standard 11.5 does not apply to a facility which had been accredited as a companion animal hospital before January 1st, 1990, and, after that date, continues as an accredited companion animal hospital without interruption and is not enlarged or extended.**
- 11.6. The facility contains, outside the operating room, a steam sterilizer of sufficient size to sterilize the quantity of surgical packs necessary for the reasonably expected case load (a gas sterilizer may be present, but it is not a substitute for the steam sterilizer).



**Title 12. Specialty Animal Hospital  
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- 11.7. No items other than those pertaining to surgery should be stored in the operating room.
- 11.8. If laser surgery is to be performed, the following items must be present:
  - 11.8.1. Dedicated smoke evacuator
  - 11.8.2. Minimum of two pairs of laser rated safety glasses or goggles
  - 11.8.3. Appropriate number of face masks (minimum 0.1 microns filtration PEE)

## Part 12.0 Confinement

### 12. Confinement

- 12.1. There are one or more indoor areas for the confinement of animals in compartments.
- 12.2. Each confinement area,
  - 12.2.1. is constructed of readily sanitized, fluid-impervious material,
  - 12.2.2. is well lit,
  - 12.2.3. has adequate air circulation in it.
- 12.3. The facility contains enough compartments to accommodate the reasonably expected number of confined animals.
- 12.4. The compartments are large enough to accommodate comfortably animals of the reasonably expected sizes.
- 12.5. Each compartment:
  - 12.5.1. allows adequate amounts of air to circulate within it
  - 12.5.2. is secure and solidly constructed
  - 12.5.3. permits easy observation of the animal
  - 12.5.4. has 5 sides constructed of a solid, readily sanitized, fluid-impervious material, or, has a bottom and three sides constructed of solid, readily sanitized, fluid-impervious material and a top constructed to prevent escape and animal to animal contact. The top, if not solid, must be kept clear of material at all times
  - 12.5.5. has a door effective to prevent the contained animal from escape
- 12.6. If reasonable accommodations can be provided for fecal, urinary elimination and exercise for animals outdoors, then an indoor exercise run is not required.
- 12.7. Each run:
  - 12.7.1. is at least 0.75 meters or (2.5 feet) wide, 1.5 meters or (5.0 feet) high and 1.35 square meters or (15 square feet) in area
  - 12.7.2. is constructed so liquid from one run is not accessible to an animal in another run
  - 12.7.3. has a door which does not open onto another run
  - 12.7.4. is well constructed and secure
  - 12.7.5. is well ventilated
  - 12.7.6. is maintained in a clean, dry, and sanitary manner
- 12.8. Any outdoor exercise area in which animals are unattended, must provide adequate protection from the elements and is covered by a roof or ceiling of solid and fluid impervious material.
- 12.9. For the purpose of feeding confined animals, the facility contains,

- 12.9.1. a dry area for the storage of food,
  - 12.9.2. containers and utensils for feeding and watering animals that are made of readily sanitized material or are disposable.
- 12.10. The food storage area contains sufficient quantity and variety of food to feed nutritiously the reasonably expected number and variety of confined animals.
- 12.11. The facility contains:
- 12.11.1. equipment and materials for minor grooming of animals, including a sink or tub, dryer, and brushes
  - 12.11.2. equipment and materials for applying disinfectants to compartments
  - 12.11.3. material for clean, dry bedding
  - 12.11.4. blankets or towels for the prevention of heat loss
  - 12.11.5. equipment and materials for identifying animals and their compartments
  - 12.11.6. cat litter and litter trays if cats are expected for treatment
  - 12.11.7. containers for waste from confinement areas
- 12.12. Partitions between runs are at least 1.5 meters (5.0 feet) high and are solid from the floor up to a height of at least 1.2 meters (4.0 feet) to prevent nose-to-nose contact between animals in adjacent runs.

## Part 13.0 Necropsy

### 13. Necropsy

- 13.1. Unless records kept at the facility demonstrate a regular pattern of transferal for necropsy to another member, the facility contains an area that can be used for the performance of necropsy.
- 13.2. The necropsy area contains or has readily available at least one of each of the following:
- 13.2.1. knives
  - 13.2.2. scalpels
  - 13.2.3. scissors
  - 13.2.4. bone cutters or saws
  - 13.2.5. forceps
  - 13.2.6. gloves
  - 13.2.7. specimen containers

## Part 14.0 Facility Maintenance

### 14. Facility Maintenance

- 14.1. The facility contains a puncture-proof container into which needles, scalpel blades and other things capable of penetrating skin are discarded.
- 14.2. The entire facility is clean, uncluttered, in good repair and free of offensive odours. Hallways, the reception area, and the area around the building are free of impediments and obstructions.

- 14.3. The floors and walls throughout the entire facility are readily sanitized.
- 14.4. Animal remains are disposed of within 24 hours unless frozen.

## Part 15.0 Safety

### 15. Safety

- 15.1. Clear written instructions for the evacuation of animals and staff from the facility in case of fire or other emergency are posted prominently.
- 15.2. There is a source of emergency lighting in the facility, e.g., large flashlight.
- 15.3. Emergency telephone numbers for police, fire department, hospital and poison-control centre are posted.
- 15.4. Doors and windows are self-closing or otherwise secured to prevent the escape or theft of animals and the theft of drugs.
- 15.5. There is adequate exterior illumination of entrances, walkways, and parking areas.
- 15.6. The facility contains at least one readily accessible all-purpose fire extinguisher.
- 15.7. The facility contains an adequate supply of clean linens, stored to minimize contamination from surface contact or airborne sources, as well as personal protective equipment.
- 15.N. The facility is expected to comply with the current local municipal, provincial and federal legislation.

## TITLE 13. TEMPORARY FACILITIES

Under particular and certain circumstances, the College provides opportunities for programs to operate from a temporary facility. Programs that operate from temporary facilities include:

- Rabies vaccinations
- Cardiac screening
- Implantation of electronic identification devices in companion animals
- Congenital deafness screening for companion animals
- Ophthalmic screening

Application forms for all of these programs are available online on the College website. A Certificate of Accreditation for a Temporary Facility is required before any program can be provided to the public.

### Position Statements

[Rabies Program – Standard](#)

[Cardiac Screening Programs](#)

[Conducting Programs for the Implantation of Electronic Identification Devices in Companion Animals](#)

[Congenital Deafness Screening Programs for Companion Animals](#)

[Ophthalmic Screening Programs](#)

### Legislative Authority

Reg.1093, s. 12 (3) A certificate of accreditation for a temporary facility expires 30 days after it is issued unless the Registrar specifies a different date.

Reg. 1093, s.14 (4.1) A certificate of accreditation for a temporary facility limits the veterinary practice in or from the facility to the veterinary services specified in the certificate.

Reg. 1093, s. 22 (4.1) A member who provides veterinary services in a temporary facility is not required to keep the information referred to in s. 22, subsections (1) to (4) in respect of an animal receiving services at the temporary facility but shall maintain records containing the information specified in the certificate of accreditation for the temporary facility in accordance with subsection (5) and (6).

(5.1) Each time a record required under this section is updated, the update or change to the record must be dated and documented so that,

- (a) the update or change that is being made, as well as the date on which it is made, is clearly identifiable.
- (b) each update or change that was previously made to the record, as well as the date on which each update or change was made, is clearly identifiable; and
- (c) the content of the record before each update or change was made is preserved. O. Reg. 233/15, s. 15 (3).

(6) Despite subsection (5), the records required by this section may be made and maintained in an electronic computer system if it has the following characteristics:

1. The system provides a visual display of the recorded information.
2. The system provides a means of access to the record of each animal by its name or other unique identifier.
3. The system is capable of printing the recorded information promptly.
4. The system is capable of visually displaying and printing the recorded information for each animal in chronological order.

5. The system maintains an audit trail that,
  - i. records the date and time of each entry of information for each animal,
  - ii. indicates any changes in the recorded information,
  - iii. preserves the original content of the recorded information when changed or updated, and
  - iv. is capable of being printed separately from the recorded information for each animal.
6. The system includes a password and other reasonable methods of protecting against unauthorized access.
7. The system automatically backs up files and allows the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to, and inaccessibility of, information.
8. The system has a secure method that permits only the member to apply an electronic signature to a document that is issued electronically and must be signed by the member. O. Reg. 233/15, s. 15 (4).