

TO BE RESCINDED

4741-1-21 **Record keeping.**

A veterinarian shall prepare and maintain a record reflecting the care and treatment of animals he treats. All records are the sole property of the veterinarian; however, copies are to be made available upon request from the owner of the animal, at a reasonable cost to the owner. These records shall include, but are not limited to, the following information:

- (A) Name, address, and phone number of animal's owner.
- (B) Name of attending veterinarian.
- (C) Age, sex and breed of animal. Name and identity of animal.
- (D) Dates of the examination, treatment and custody of the animal.
- (E) A history of the animal's condition as it pertains to the animal's medical status.
- (F) Presenting complaint.
- (G) Present illness.
- (H) Vaccination history.
- (I) Physical exam finding, including temperature and weight.
- (J) Clinical lab reports.
- (K) Consultation reports.
- (L) Medication and treatment, including amount and frequency.
- (M) Anesthetic, including type and amount of anesthetic.
- (N) Details of surgical procedure with complications and/or abnormalities noted.
- (O) Progress and disposition of the case.
- (P) Differential diagnosis.

- (Q) A veterinarian shall label each radiograph with the date, patient's name, owner's name and maintain them in an alphabetical, numerical or other systematic filing system. Radiograph must be properly identified with "L" or "R" for left or right respectively.
- (R) All records shall be kept in a readily retrievable form.
- (S) All records shall be recorded and filed in a timely manner.
- (T) Patient records shall be kept by a veterinarian or the hospital for seven years after a patient's last visit.
- (U) The above requirements of this regulation shall apply to companion animals, and/or non-companion animals that are treated in-hospital, or as individuals.
- (V) For other species or animals, records should be kept in a readily retrievable fashion, and consistent with accepted medical practice.

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CERTIFIED ELECTRONICALLY

Certification

01/06/2003

Date

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