

4741-1-21

Recordkeeping.

- (A) A veterinarian performing a physical examination, diagnosis, treatment or surgery on an animal or group of animals shall prepare a written record or computer record concerning the animals containing, at a minimum, the following information:
- (1) Name, address, and telephone number of owner;
 - (2) Identity of the animal, herd, or flock;
 - (3) Except for herds or flocks, the age, sex, color, and breed;
 - (4) Dates of examination, treatment and surgery;
 - (5) Brief history of the condition of each animal, litter, herd, or flock;
 - (6) Examination findings;
 - (7) Laboratory and radiographic tests performed and reports;
 - (8) Differential diagnosis;
 - (9) Procedures performed/treatment given and results;
 - (10) Drugs (and their dosages and routes of administration) administered, dispensed, or prescribed;
 - (11) Surgical procedures shall include a description of the procedure, the name of the surgeon, the type of sedative/anesthetic agent used, the route of administration and the dosage; and
 - (12) Anesthesia monitoring performed during surgical procedures.
- (B) Individual records must be maintained on each patient, except that records on livestock or litters of animals may be maintained on a per-client basis.
- (C) Medical records and radiographs are the physical property of the hospital or the proprietor of the practice that prepared them. Records, including radiographs, must be maintained for a minimum of three years after the last visit.
- (D) Medical records shall be released upon request from a treating veterinarian with a legitimate interest, and shall be returned to the originating practice within a reasonable time if requested. Copies of records must be made available upon request from the owner of an animal at a reasonable cost to the owner and within a reasonable

time. A veterinarian may not withhold the release of veterinary medical records for nonpayment of a professional fee.

(E) All regulated substances shall be recorded as required by federal and/or state regulations

Effective:

Five Year Review (FYR) Dates: 12/3/2021

Certification

Date

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