SELF-EVALUATION FORM FOR ANIMAL HEALTH FACILITIES

Veterinary Council of Zambia — For use during physical inspection

GENERAL REQUIREMENTS

Clearly and prominently convey to clients the name of the premises, telephone number, the operating times	Present ☐	Absent ☐
Interior, exterior and immediate surroundings are maintained in a clean, orderly and sanitary state	Present ☐	Absent ☐
AHF is designed and constructed to ensure the effective confinement of animals at all times and prevent escape of an animal brought into the premises	Present ☐	Absent ☐
AHF has a reception area with a seating capacity appropriate for the size and type of premises	Present ☐	Absent ☐
Internal walls and floors that can be easily cleaned and disinfected	Present ☐	Absent ☐
AHF provide facilities to weigh small animal patients	Present ☐	Absent ☐
AHF has adequate ventilation and be free from offensive odours	Present ☐	Absent ☐
Facility has supply of electricity for the needs of the premises; lighting in all rooms is adequate for the purposes for which the room is to be used	Present ☐	Absent ☐
AHF has appropriate restraint devices, stethoscope, alcohol or other disinfectant, thermometer, wall clock	Present ☐	Absent ☐
AHF has facilities/equipment for the hygienic and safe disposal of soiled dressings, animal tissues, animal excreta, dead animals, sharps and any other contaminated or unwholesome matter	Present ☐	Absent ☐
Facility has access to facilities for cleaning and laundering re-usable items such as drapes, towels and bedding	Present ☐	Absent ☐
AHF has a consulting or examination area that has an examination table with impervious surfaces, running water which is connected to a fixed drainage	Present ☐	Absent ☐
AHF takes precautions to prevent the spread of contagious diseases by providing for isolation of animals	Present ☐	Absent ☐
The facility contains a washroom that can be used by clients	Present ☐	Absent ☐

CONSUMABLE REQUIREMENTS

AHF stocks drugs adequate for the veterinary treatment of animals	Present ☐	Absent ☐
Facility has a refrigerator to maintain cold storage; have storage cabinets	Present ☐	Absent ☐
AHF has facilities for maintenance and securing of patient records in retrievable manner	Present ☐	Absent ☐
AHF shall have both veterinary and support staff in attendance during the stated business hours	Present ☐	Absent ☐
AHF complies with the Medicines and Allied Substances Act with particular reference to storage, handling, supply and labelling of prescription animal remedies	Present ☐	Absent ☐

LABORATORY

Facility with a laboratory has: microscope, microscope slides and cover slips, centrifuge and centrifuge tubes, microhematocrit centrifuge, microhematocrit capillary tubes and tube sealant; urinalysis test strip or tablet reagents or both	Present ☐	Absent ☐
Facility has sample receipt bay, list of services provided, record keeping system and standard operating procedures	Present ☐	Absent ☐
Facility has the following services: Haematology, Biochemistry, Microscopy, Urinalysis, Microbiology, histopathology and serology	Present ☐	Absent ☐
Facility has temperature monitoring tools such as charts and thermometers	Present ☐	Absent ☐
Facility has a waste disposal system	Present ☐	Absent ☐
Facility has staining solutions and chemicals for blood, urine and cytology examinations	Present ☐	Absent ☐
Facility has solutions and equipment for performing faecal examinations	Present ☐	Absent ☐
Imaging services such as X-ray, Ultrasound, Endoscopy	Present ☐	Absent ☐
Facility has forms or laboratory books for recording laboratory test results	Present ☐	Absent ☐

SAFETY

AHF has clear written instructions for the evacuation of animals and staff from the facility in case of fire	Present ☐	Absent ☐
Emergency telephone numbers for police, fire department, health centres are posted at the facility	Present ☐	Absent ☐
AHF has adequate lighting in entrances, walkways and parking areas	Present ☐	Absent ☐
The facility has a source of emergency lighting in case of power outage	Present ☐	Absent ☐
The facility contains at least one readily accessible all-purpose fire extinguisher	Present ☐	Absent ☐
Doors and windows are well secured to prevent the escape of animals and the theft of drugs/consumables	Present ☐	Absent ☐

OTHERS (REFERENCE DOCUMENTS ON FILE)

A copy of the Veterinary and Veterinary Paraprofessionals Act No 45 of 2010	Present ☐	Absent ☐
A copy of the Animal Health Act	Present ☐	Absent ☐
A copy of the Dog Control Act	Present ☐	Absent ☐
A copy of the Medicines and Allied Substances Act	Present ☐	Absent ☐
A copy of the current Veterinary & Veterinary Paraprofessionals regulations	Present ☐	Absent ☐
A copy of the Veterinary Code of Ethics	Present ☐	Absent ☐
Access to a Veterinary Formulary	Present ☐	Absent ☐

Attestation: I attest that the information given above is correct.

Name of Veterinary Surgeon: _____

Registration/Index Number: _____

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Signature & Date