

**Associated Humane Societies- Essex County Branch  
124 Evergreen Ave  
Newark, NJ 07114-2133**

**Continuation Sheet for inspection conducted on August 22, 2017 by DeQuanna Brookins and Lowella Hardy of the Newark Department of Health and Linda Frese and Dr. Colin Campbell of the New Jersey Department of Health.**

**N.J.A.C. 8:23A Section and Noted Deficiency:**

**1.2 (a) and (b)** The facility is not in compliance with these rules, therefore a satisfactory certificate of inspection for the current licensing year by the local health authority cannot be issued. The facility is currently unlicensed and a license for the current year cannot be issued by the City of Newark until the facility is brought into significant compliance.

**1.3 (a)** The housing facilities for animals were in disrepair. There were holes in the walls in numerous rooms that were large enough for rodents to traverse. Concrete flooring and block walls were in severe disrepair throughout the entire facility, with large cracks and chunks of missing concrete. The concrete flooring was peeling off in sheets. There was a large chain-link gate balanced on top of the outdoor dog enclosures; a strip of welded wire hardware cloth with exposed sharp pointed wires was hanging over the outdoor enclosures; and a bowl, a bottle with unknown contents and other items and debris were found on top of these animal enclosures. There were screws protruding from the wall in the "feral" cat enclosure where the original hiding boxes had been removed.

The air conditioning system was not being properly maintained or had not been properly installed to control water runoff from the various units. Water was leaking from the inside of the HVAC vents in the main dog kennel area; water was leaking from the air handling unit in the basement into an animal enclosure; and there was a heavy stream of water from an unknown source that was flowing off the roof into the gutter. The gutter was clogged with debris and this runoff was overflowing into the outside dog kennel area.

**1.3 (c)** Food was spilled on top of food bags and on the floor between the wooden pallets in the food storage area located in the basement. Pieces of kibble were also found spilled in numerous locations throughout the facility, including in rooms that were not being used. Kibble was found between the fins of the baseboard radiators and under these radiators, under cages, in corners, behind storage items, inside cages that were said to have been cleaned, and there were pieces of kibble found next to rodent bait stations.

Bags of dry food that were said to have been recently donated were stored haphazardly in a pile approximately 3 to 4 feet high and touching the wall in the basement food storage room. Bags of purchased food were also stored against the wall. Food should be stored away from the wall and in a manner to facilitate cleaning in and around the bags of food, to prevent rodent harborage and infestation and to allow for sufficient ventilation to prevent moisture accumulation and molding of food.

A red plastic food container with remains of leftover creamy type food was found on a shelf in the isolation room near the utility sink. This food container was found inside a small black plastic bag with a layer of dust accumulation on the bag.

**1.3 (d)** There were bags of dead animal carcasses that had attracted a swarm of flies and were placed inside the gate adjacent to the dogs housed in the outdoor enclosures. These bags were stored outside of the walk-in refrigeration unit in the fenced area where the incinerator is located. There were additional bags of carcasses and trash stored in a red shopping cart in this same area that were also covered with flies.

**1.3 (e)** The paper towel dispenser in the lady's restroom was inoperable at the time of this inspection.

**1.3 (f)** Baseboard radiator covers, brackets and back plates throughout the facility were disintegrated from rust and many covers were missing and the radiator fins were exposed. Many of these fins were bent over and damaged. There were sharp, jagged edges of metal from these rusted and disintegrated covers, brackets and back plates that could cause injury to the animals.

There was an outlet that was being used in the basement isolation room that did not have a cover plate, creating a fire hazard and potential electrical hazard to humans and animals. This outlet had numerous layers of paint over the plugs, the screws, and the edges of the electrical box.

There was a large structural crack near the upper portion of the wall located at the door to the exterior kennels, where the concrete blocks or cinder blocks had separated and moved away from the inside wall. The attendant stated that this wall had not been evaluated by a qualified engineer and it was not determined if the wall would collapse.

There were areas of the ceiling that had been repaired and two small pieces of drywall had been replaced in the main dog kennel area, but the repairs had not been completed properly and the joint tape was hanging down from the ceiling.

There was an accumulation of rodent droppings in an upper storage area over the inside dog kennels and an excessive accumulation of rodent droppings in the long florescent light fixture in this same area.

The flexible, accordion type dryer ventilation duct was not properly installed and had sharp bends and sagging areas that could trap and collect lint, creating a fire hazard. It was not determined at the time of this inspection what the material of this flexible ventilation duct was and if it was suitable for use as dryer ventilation duct. There also appeared to be a hole in this duct where lint had escaped and was accumulating on the wall. The metal frame supporting the metal panels where the dryer duct exits the building was rusting and the coating material on the wall beneath this frame was peeling.

There appeared to be an outlet cover that was completely covered with several layers of paint located next to the 220v dryer outlet. All electrical junction boxes and outlets are required to be accessible and supplied with appropriate removable cover plates. The built in concrete shelf in the wall of the laundry room was crumbling and the rebar was exposed and there were holes exposing the block wall beneath. This shelf was not being cleaned regularly and contained an accumulation of debris.

There was a piece of angle iron or other type of metal outside-corner guard in the middle of the block wall in the outdoor kennel area that was severely disintegrated and had sharp edges that could cause injury to both humans and animals.

The drawers in the sink base cabinet located in the small dog and cat room were severely water damaged and warped and were no longer functional. The drawer fronts had fallen off and are unable to be replaced due to the condition of the drawers.

The utility sinks throughout the facility were leaking and in need of repair. There was a bucket or basin under each sink being used to catch the water that was leaking from the pipes. The water leakage from the utility sink in the basement had run from the sink, through the hall, and into the next room in front of a rodent bait station. The basin placed under this sink was not positioned correctly to capture this water leakage. The raised concrete platform under the utility sink in the main kennel area was in severe disrepair. The concrete had deteriorated and was crumbling and large pieces of concrete were missing. The metal edging on this platform was exposed and was severely rusted and damaged.

The accordion type plastic exhaust pipe connected to the portable air conditioning and ventilation unit in the front basement room was split and separated around the entire circumference and was hanging by a strip of plastic. There were vent pipes in the basement isolation room that were no longer being used. These pipes were still connected to the outdoors, but the pipe inside the building was disconnected and there was an exposed damper that was unable to be closed. The outside of this pipe was wrapped with masking tape that appeared to restrict the movement of the damper control handle.

**1.4 (c)** The ventilation in the basement was insufficient to provide for the health and comfort of the animals housed in these rooms. The large exhaust fan in the general animal housing area of the basement was not being used at the time of this inspection, and the ventilation that was previously installed had been disconnected. The vent cover in the isolation room was cracked and contained an accumulation of dirt and debris. The ventilation covers in the general housing areas and other rooms throughout the facility also contained an accumulation of dirt and debris and needed to be cleaned. The plastic ventilation duct connected to the portable ventilation unit in the isolation room was improperly installed and was hooked to a piece of welded wire hardware cloth that was covering what appeared to be an obscured basement window opening. There was a piece of plexiglass type of plastic partially covering this window opening on the inside, in front of the hardware cloth.

**1.4 (d)** There were lighting fixtures that needed repair throughout the facility, including the lighting fixture in the basement above enclosure number 176 that housed a large, black mastiff type dog. The lighting in this enclosure was insufficient and only the reflection of the eyes and a shaded figure of the dog could be seen from the front of this enclosure. (This dog can be seen in picture 3159 because of the camera flash.)

**1.4 (f)** The interior surfaces of the main dog kennel enclosures and throughout the facility were in severe disrepair. The layers of accumulated peeling paint and broken concrete in the animal enclosures and throughout the facility created crevices that were unable to be readily cleaned and disinfected. The food storage room had holes in the walls at the floor that had been filled with expanding foam. This foam was not cut back, leveled, and covered with an appropriate product to create a smooth surface before being painted which resulted in numerous nooks and crannies that could not be readily cleaned and disinfected.

There were carpeted cat trees and sisal rope cat scratchers in the communal cat rooms that contained an accumulation of hair and dried feces or vomit. These cat trees and rope items cannot be cleaned and disinfected and need to be removed and replaced with suitable items as discussed with the manager at the time of this inspection. The window ledge in the communal cat room was in disrepair and was

unable to be readily cleaned and disinfected; the caulking was in disrepair at the viewing window ledge and needed to be resealed.

**1.5 (a)** A live skunk was found inside a small animal carrier which was completely covered with a heavy, black and white heather blanket and placed in direct sunlight on a concrete surface. The outside air temperature was approximately 85 to 87 degrees Fahrenheit at the time the skunk was found by the inspector at approximately 11:20 AM. This skunk was found adjacent to a bag of dead animal carcasses in the fenced area between the outdoor animal enclosures where the incinerator is located. When questioned, the manager stated that the carrier was empty, but when the inspector lifted the blanket and saw the skunk, the manager said the skunk was dead. The inspector told the manager that the skunk was alive and needed to be moved immediately out of the direct sunlight and placed in a cool location. The manager moved the skunk over several feet out of the direct sun and shortly after, the skunk was placed in the hallway of the building and was euthanized later that day. Records indicated that this skunk was picked up at 7:00 or 7:30 AM that morning (report shows 7:00 AM over written with 7:30).

**1.5 (e)** Some of the outdoor animal enclosures in the main kennel area consisted of newly installed concrete flooring, but this concrete was not sealed and was not impervious to moisture.

**1.6 (a)** The primary enclosures where dogs were housed in the main kennel area and in the basement housing areas were not structurally sound and maintained in good repair. There were holes where pieces of the block wall were missing around the guillotine doors; there were holes, cracks and missing chunks of concrete at the spaces in the flooring between the interior and exterior wall joints and in the flooring at the guillotine doors. There were cracks and holes in the flooring throughout these enclosures and sheets of concrete that were peeling up where repairs had been attempted in the past. Some enclosures had automatic waterers that were damaged with exposed pipes where the bowls had been attached and the bowls to some of these waterers were found on the floor of the enclosures. The automatic feeders were said to be removed, but these metal units were still attached to numerous enclosures, particularly in the basement enclosures. These units cannot be properly cleaned and disinfected and need to be removed from all animal enclosures.

**1.6 (a) 1.** The framing material which was screwed into the old and deteriorating supporting block walls in the main dog kennel area was not sufficient to prevent a dog from pushing through the guillotine door and tearing the frame off the wall. A dog had escaped from the exterior enclosure through this broken guillotine door into the main indoor kennel area.

**1.6 (a) 2.** There was a large, round, open drainage pipe in an outdoor dog enclosure that was missing a cover, which left an opening in the floor. This hole could cause leg injuries to the dogs housed in this enclosure.

**1.6 (a) 4.** A white poodle type dog housed in the small dog room had urine soaked fur on its rump and its legs and was unable to remain dry and clean. A large sheet of cardboard was being used as bedding in some of the small animal enclosures, which may be sufficient for cats that are provided with a separate litter receptacle, but this cardboard is not readily absorbent and liquids bead up long enough for the animals contained in these enclosures to become contaminated.

**1.6 (a) 6.** There was a large black mastiff type dog, ID number 23294, housed in a small enclosure, cage number 176, located against the back wall of the main basement housing area. This enclosure did not provide sufficient space for this dog to turn about freely and to lie in a comfortable normal position.

**1.6 (a) 7.** Many of the raised dog beds had damaged metal and plastic hardware that join the legs to the frame and support the beds. This hardware had exposed screws and sharp edges that could cause injury to the dogs. Some of these beds had damaged areas with sharp points from broken plastic legs and other chewed areas that could cause injury to the dogs.

**1.6 (e)** Animals showing signs of contagious illness were not removed from rooms containing healthy animals and housed in a separate isolation room. See 1.9 (f) for details.

**1.6 (h)** Adult dogs confined in cages of less than double the minimum standard size were not being exercised in runs at least twice a day or walked on a leash for at least 20 minutes per day. Dogs housed in the basement enclosures and dogs housed in the small dog and cat room were not provided with runs to exercise and only some of these animals were being walked on a leash daily. The few dogs that were walked on a leash were said to be provided with a maximum of 5 to 10 minutes of walking time and there was not enough staff available to walk each dog for at least 20 minutes per day. Dogs with a vicious disposition that were housed in the basement or the small dog and cat room were not walked at all and did not have access to an exercise run.

**1.7 (b)** Two measuring cups with hand written black ink markings for measuring the daily food portions for various sizes of animals in the small dog and cat room, were filled with a clear liquid non-food contact disinfectant and placed on a shelf next to the cat food in this room. This clear liquid could easily be mistaken for water and unintentionally given to the animals. Food contact surfaces that are contaminated with this disinfectant are required to be thoroughly scrubbed with soap or detergent and rinsed with potable water before reuse. This was not being done at the time of this inspection. (See 1.7 (e) and (h) for details.)

**1.7 (e) and (h)** Animal food bowls were not being scrubbed clean before being disinfected. Food and water bowls were emptied and sprayed down with a disinfectant, but were not scrubbed clean before the disinfectant was applied. There were food particles left on the inside surfaces of the food buckets after the disinfecting process and there was an accumulation of grime on the automatic waterers that the inspector was able to scrape off with her fingernail after the disinfecting process was completed. The manufacturer's instructions for this disinfectant requires that food contact surfaces be scrubbed before disinfection and the instructions state "Then thoroughly scrub all treated surfaces with soap or detergent and rinse with potable water before reuse." These food and water receptacles were not being scrubbed with a soap or detergent appropriate for food contact surfaces followed by a thorough rinse with potable water after this disinfectant was applied.

The utility sink located in the basement isolation room contained stainless steel bowls that had not been cleaned. There was a large serving spoon in one of these bowls that had caked on food, and the food in the bowl appeared to have signs of decomposition and black mold growth.

**1.8 (a)** A dog that had broken through the guillotine door and escaped to the inside kennel area was placed into an enclosure that was soaked down with a layer of foamed disinfectant and its feet became saturated with the disinfectant. The manufacturer's instructions state "Do not house animals or re-employ equipment until product has dried." The inspector told the manager to remove the dog from

the enclosure and have the dog taken to a grooming area to have his feet thoroughly rinsed and attended to as needed.

**1.8 (c)** Enclosures were not being thoroughly cleaned and rinsed as required by the manufacturer's instructions before the disinfectant was applied to non-food contact surfaces. The disinfectant was being sprayed into the kennel enclosures before the feces were removed from these enclosures. The animal caretakers were instructed to scoop the feces from the enclosures, but after they scooped with a rake, there was still a thick layer of feces that remained on these surfaces that was not scrubbed off and rinsed away before a fresh application of disinfectant was applied. The manufacturer's instructions state "Thoroughly clean all surfaces with soap or detergent and rinse with water. Apply fresh Use Solution to floors, walls, cages and other washable hard, non-porous environmental surfaces."

Small animal enclosures were being sprayed down with a product in unmarked spray bottles that were said to contain a mixed solution of disinfectant. These bottles were not marked with the contents or the ratio of mixed use solution. There were no measuring devices on the premises to accurately measure the required two ounces of disinfectant per quart of water and animal caretakers were guessing the amount of product that was poured into these spray bottles before being filled with water.

Small animal enclosures were not being cleaned and rinsed before a fresh solution of disinfectant was applied to these surfaces and the product was not being left on the surfaces of these small animal enclosures for the required contact time for disinfection. When questioned, the manager stated that the disinfectant is left on the surfaces for a couple minutes. She also stated that the cardboard holding carriers used for the animals housed in the main lobby of the facility were brought outside and sprayed with the disinfectant and rinsed. The inspector watched several animal caretakers clean enclosures in several different rooms throughout the facility. The caretakers would remove the bedding and other materials and debris from the enclosures and spray the enclosures with the contents of the spray bottle. The enclosures were then wiped with paper towels and fresh bedding was placed in the enclosures. The disinfectant was not left on the surfaces for the required contact time as specified on the manufacturer's product label to kill the intended pathogens. The contact time for this product varies between 5 and 10 minutes, depending on the target organism.

**1.8 (d)** Numerous areas throughout the entire facility were not being kept clean and maintained in good repair. Sheets of paint were peeling off the doors in the facility; the doors and numerous areas of the walls and floors throughout the facility were not being cleaned and contained a layer of accumulated black grime; the floors throughout the facility, in the corners and at the baseboards, contained an accumulation of trash, dirt and debris and were not being cleaned.

The food storage room was not being cleaned regularly and there was an accumulation of spilled food, trash, pigeon feathers, and debris under and between the bags and boxes of stored food. The areas between and under the roll out banks of stainless steel caging contained an accumulation of dirt, trash and debris and were not being cleaned.

There was an accumulation of unrecognizable debris, some of which had a long, roundworm like appearance (possibly fibers of some sort), intertwined with small oblong pieces of debris that had the appearance of soaked rodent droppings. This debris had accumulated in the far corner under the utility sink located against the front wall in the basement.

There were litter receptacles, a bowl, and a plastic sandwich type zipper bag stashed in an opening in the wall under the covered area between the two buildings and an accumulation of debris that appeared to be feces on the floor in this area. There was trash and debris in several locations throughout this outdoor area.

The room where the exotic animals were housed contained an accumulation of rabbit feces and urine on the walls, on the electrical outlet, behind the filing cabinet and on the floors and baseboards around and under the rabbit enclosures and the filing cabinet. Most of this feces and urine had dried and adhered to these surfaces. There were white urine stains from the rabbits that had dried and set on the floor tiles surrounding these rabbit enclosures. The bars of these cages and the wheels contained an accumulation of feces and other dirt and debris and were not being cleaned and disinfected daily as required.

**1.9 (a)** The supervising veterinarian had not established a written disease control and adequate health care program at the facility and a disease control program was not being sufficiently maintained under the supervision of the veterinarian. Medications that had been prescribed by the veterinarian were not being documented as being administered as prescribed on the prescription label. Daily medication administration logs were missing several days, indicating that the medication may not have been administered on those days; daily medication logs were not being maintained and were not available on the shelter side of the facility; a prescription label for enrofloxacin prescribed to a dog with ID number 23466, stated to administer one tablet per day, but the medical chart on the computer stated twice per day.

Animals that were exhibiting signs of illness were housed with the general population and several animals that were being housed in the basement isolation room were not reported to and were not under the care of the supervising veterinarian. Animals exhibiting signs of stress were not provided with any type of relief. The disease control protocols established for the highly contagious isolation room located in the medical ward section of the facility were not being adhered to by the animal caretakers. (See 1.9 (d) through (h) for details.) There were signs on the door to two cat rooms that stated do not use until approved by Dr. Reich (the supervising veterinarian) but the manager and staff stated that they did not know why those signs were placed on the doors and why those rooms could not be used.

**1.9 (d)** Cats that were difficult to handle and classified as “feral” cats were housed in enclosures that contained glass walls that were completely covered with cardboard and newspapers. These cats could not be observed for signs of disease, illness or stress. When the inspectors pulled off a portion of the cardboard to try and view these cats, the glass beneath was too dirty to see through clearly. This enclosure door contained a padlock so the inspectors were unable to open the door to get a better view of the cats and the conditions inside this enclosure.

**1.9 (d)1.** Two dogs housed in the main dog kennel area appeared to have blood in their urine (pictures 3098 and 3099) and a shepherd type dog, ID number 23882, housed in the general housing area of the basement had diarrhea and had vomited its food. A white bully type dog had an open wound on its paw and there was no evidence that this dog was provided with medical care (picture 3157). Several animals that were housed in the basement isolation room were exhibiting signs of illness but the manager stated that these dogs had not yet been seen by a veterinarian and were not receiving medical treatment. Examples include ID numbers 23694, 23090, and 23572. Numerous animals housed in the medical ward holding room were prescribed medication, but the medical treatment logs were incomplete. Examples include, but were not limited to, ID numbers 23063, 22870, and 23378.

**1.9 (d)2.** The hiding boxes that had previously been used in the “feral” cat enclosures were removed due to deterioration and had not been replaced with alternate suitable hiding boxes. There were approximately 27 cats housed in one of these enclosures and these cats were not provided with soft bedding and hiding places, resting benches, or individual housing compartments to hide from other cats in the same enclosure in order to relieve stress.

**1.9 (f)** Animals with signs of a communicable disease were not separated from other healthy animals and placed in an isolation room in order to minimize dissemination of such disease. Dogs that were said to have been diagnosed with Kennel Cough Complex by the supervising veterinarian and were prescribed medications, were housed in the general population. A brindle pit mix housed in kennel number 124 in the main kennel area of the facility, appeared listless and had thick green nasal discharge (pictures 3105 and 3106). This dog was not seen by a veterinarian and was not receiving medical care and was not moved to an isolation room. When this dog was pointed out by the inspector to the animal caretaker in charge of medical care, the caretaker stated that the dog “does not look sick now.” Animals in the general medical ward room, including one of the larger dogs that was heard coughing, were prescribed treatment for various illnesses and communicable diseases, but there were also healthy animals housed in this room that were awaiting spay or neuter surgeries before being released to their adoptive families.

**1.9 (f) 1.** There was a sign posted on the wall outside of the highly contagious isolation room located at the end of the hallway in the medical ward area of the facility that contained instructions and procedures to control the dissemination of disease. The sign listed two veterinarians to contact for questions, but neither of these veterinarians were listed as the supervising veterinarian for the facility. The animal caretaker that was cleaning the cages in this highly contagious isolation room was not adhering to the posted instructions. The instructions stated to wear personal protective equipment, including gowns and shoe coverings and gloves, and to remove PPE when leaving the room. The person that was cleaning this room on the day of this inspection left the room several times during the cleaning process, and was not wearing gowns or shoe coverings as instructed on the sign. This person did not remove gloves before leaving this room and walked to the restroom to fill a water bowl, touching the door handle with the used gloves on, and later walked to the general medical ward room at the other end of the hallway to use the utility sink and again to get paper for the cages in the highly contagious isolation room. When questioned, the animal caretaker stated that bowls from this highly contagious isolation room are cleaned in the utility sink located in the general medical ward room and litter boxes are taken outdoors and hosed off and cleaned outside. This practice of cleaning litter receptacles and other items outdoors, both from the isolation rooms and the general population creates the potential for disease transmission to the outside of the facility.

**1.9 (h) 1. (i)** Utensils and supplies for the highly contagious isolation room were being cleaned in the utility sink located in the general medical ward room at the same time as, rather than after the cleaning of utensils and supplies used in the general medical ward.

**1.10 (a) 1. and N.J.S.A. 4:19-15.16** Many animals were being euthanized before being held the required 7 days after intake or impoundment. Records showed that stray and surrendered animals that were received at the facility by animal control officers and other individuals were being euthanized within the mandatory 7 day holding period. Stray impounded animals are required to be held at least 7 days to provide an opportunity for owners to reclaim their lost pets. Examples of animals euthanized within the required 7 day holding period include but were not limited to the following ID numbers: 22392, 22393,

22394, 22395, 22396, 22397, 22398, 22399, 22400, 23831, 22847, 22856, 23999, 24000, 22684, 23708, 23732, 23733, 19517, 22937, 22945, 22944, and 22936.

Animals were also being accepted for elective euthanasia and were being euthanized on intake. Although the animals were being taken to the medical ward section of the facility for euthanasia to be performed, the owner of the animal was paying the euthanasia fees directly to the animal facility at the front desk. The veterinary medical ward is not a separate entity from the animal shelter and impoundment facility. In the case of an owner surrender, the facility is required to offer the animal for adoption for at least 7 days before euthanizing it, or may transfer the animal to an animal rescue organization facility or a foster home prior to offering it for adoption if such transfer is determined to be in the best interest of the animal by the shelter or pound.

**1.10 (b)** The facility did not have a sign posted at the time of this inspection establishing specific hours during which the facility would be open to the public and listing the facility phone number.

**1.11 (f)** Written instructions were not posted in the euthanasia area that included the dosages by weight in pounds of all euthanasia, immobilizing, and tranquilizing agents used at the facility. Animals were not being weighed prior to administration of euthanasia, immobilizing, or tranquilizing agents. The weight recorded on an animal's record at the time of intake was being used to calculate the dosages of these substances, but the weight on intake may not be the same weight of the animal at the time it is euthanized. Euthanasia records were not maintained that contained the body weight and dosage of all euthanasia, immobilizing, and tranquilizing agents administered to each animal. Dosage and usage logs were being maintained in a euthanasia log book, but this information was not available in the records reviewed by inspectors at the time of this inspection as required. (See 1.13 for more details.)

**1.13 (a)** Computer records were being maintained, but staff was unable to access certain disposition records, including the required euthanasia documentation, and the paper records were incomplete. Inspectors were provided with a stack of paper intake records for animals received at the facility for the past month, but these records did not include the disposition records for these animals, and the inspectors were not provided computer access to review the records for these animals. A few records were selected by inspectors and the office staff could provide the disposition information for a small number of animals, but most of this information and the details were not readily available and the euthanasia information was inaccessible to the staff at the front desk.

Inspectors went to the medical ward of the facility and were provided with a stack of euthanasia records for animals that had been euthanized at the facility within the past month, but these records did not include the intake information and the description of the animals as required. The inspectors were unable to correlate the intake information and record numbers of animals that were obtained at the front desk to most of these euthanasia records. The weight of the animals was not being recorded on these paper records and the method of euthanasia, such as IV, IC, or IP, was not recorded in these records. Some of the euthanasia records were also missing the amount of euthanasia and tranquilizing agents that had been administered to these animals in addition to the species and description of these animals that had been euthanized.

**1.13 (b)** Intake and disposition records are required to be made available to any agent of the municipal government, the local health department or the State Department of Health. The paper intake and disposition records were incomplete and inspectors were not provided access to view these records on the computer system at the time of this inspection.

**N.J.S.A. 4:19-15.32** Animals were said to have been scanned for a microchip on intake, but animals were not scanned again prior to release of any cat or dog for adoption, transfer to another facility or foster home, or euthanasia of the cat or dog.