



Requirements for Disease Control and Health Care Programs for New Jersey Kennels, Pet shops, Pounds and Shelters, May 2016

The New Jersey Department of Health, Communicable Disease Service is updating our disease control and health care guidance for operators of kennels, pet shops, pounds and shelters (licensed animal facilities) to reflect current requirements of the New Jersey State Board of Veterinary Medical Examiners (SBVME).

Management of all licensed animal facilities shall designate a New Jersey licensed veterinarian to supervise disease control and health care of all animals housed at the facility (Supervising Veterinarian). If a facility does not have a disease control program established and maintained by a licensed veterinarian, the facility cannot be licensed to operate in New Jersey.

The Supervising Veterinarian shall annually sign and date a form indicating that he or she is responsible for the disease control and health care at the facility and this form shall include phone numbers and contact information to reach the veterinarian. The signed form shall be posted in an area in the facility that is visible to the public.

The SBVME regulations (N.J.A.C. 13:44-4.4) require that the Supervising Veterinarian personally examine the animals prior to prescribing any medication for animals housed in a licensed animal facility. The Supervising Veterinarian shall maintain a separate patient record for each animal and all patient records shall accurately reflect the treatment or services rendered (N.J.A.C. 13:44-4.9), including the following:

- A history of the presenting problem
- All pertinent clinical signs observed on physical examination
- Tests ordered and the results
- Diagnoses and/or conclusions
- The treatment or treatment plan prescribed, including a specific notation of any medications or modalities prescribed

The SBVME regulations (N.J.A.C. 13:44-4.4) require that the Supervising Veterinarian sign and print his or her name and New Jersey license number on each animal's health certificate, adoption form, "fit for purchase" form, and on any other document which may be given to the consumer at the time of purchase or adoption that attests to findings made, care rendered, or care prescribed for that animal by the licensed veterinarian.

The Supervising Veterinarian is responsible for maintaining patient medical records. Records shall be retained for at least 5 years from when the animal left the Facility or for 3 years after a deceased animals' last date of entry (N.J.A.C. 13:44-4.9).

The SBVME regulations require the veterinarian to dispense prescription items that are fully labeled for individual animals (N.J.A.C. 13:44-4.1).



Facility staff or management that notice animals with signs of illness (diarrhea, listlessness, coughing, sneezing, elevated temperature, weight loss, etc.) or injury (bleeding, limping, swelling or painful vocalizations, etc.) shall notify the Supervising Veterinarian and, if the veterinarian or animal caretaker suspects a communicable disease, immediately isolate the sick/injured animal until the veterinarian can examine the animal and determine the appropriate treatment and/or therapy.

The Supervising Veterinarian shall make recommendations to facility management concerning the following activities at the facility:

- Isolation of sick animals
- Cleaning and disinfection procedures for the facility
- Ventilation, heating and air conditioning
- Animal caging
- Flow of animals and people within the facility
- Use of personal protection equipment and employee sanitation
- Record keeping and
- All other management practices that impact disease control and animal health.

The Supervising Veterinarian shall provide guidance regarding the specific types of vaccinations administered to the animal, the age for administration and timing of any additional vaccinations administered to the animals at the facility. He or she shall issue prescriptions for all vaccines requiring a prescription. New Jersey statutes require rabies vaccine to be administered by a licensed veterinarian. The supervising veterinarian shall instruct staff to handle all needles, syringes and other medical waste according to New Jersey medical waste requirements.

Each animal shall be observed daily by an animal caretaker for clinical signs of communicable disease, illness or stress and such animals shall be provided with appropriate medical care from the Supervising Veterinarian in order to treat the illness or injury, and/or reduce the stress. Animals exhibiting signs of a communicable disease shall be separated from healthy animals and placed in the designated isolation room.

Whenever a person is bitten by an animal or an animal is displaying clinical signs of rabies, the Supervising Veterinarian, Facility Manager or other individual with knowledge of the situation shall confine the animal and immediately notify the Health Officer of the municipality where the facility is located.

The supervising veterinarian shall visit the facility periodically unannounced to ensure that the disease control management plan is being followed.



If the supervising veterinarian discontinues supervising disease control at an animal facility or the facility ownership/management does not implement or follow the veterinarian's disease control recommendations, he or she should immediately inform the Health Officer with jurisdiction where the facility is located.

A directory of New Jersey Health Officer contact information is posted online:

www.localhealth.nj.gov

The full text of the SBVME regulations N.J.A.C. Title 13 Chapter 44 is posted online:

<http://www.njconsumeraffairs.gov/regulations/Chapter-44-State-Board-of-Veterinary-Medical-Examiners.pdf>