



## Veterinary Surgeons' Board



### REGISTRATION OF A VETERINARY HOSPITAL OR CLINIC

In the Veterinary Surgeons Act 1960 a *Veterinary Clinic* is defined as “any premises at which veterinary surgery is practised, but at which animals are not retained overnight” and a *Veterinary Hospital* is defined as “any premises at which veterinary surgery is practised at which animals receive treatment, nursing care, and other services for the reception, treatment and care of animals suffering from disease or injury or in need of surgical or medical treatment or assistance.”

#### **Regulation 34 requires:-**

A person desiring to have premises registered as a veterinary clinic or a veterinary hospital shall –

- (a) make application to the Board in the form of Form 1;
- (b) supply such other information as the Board may require;
- (c) pay to the Registrar at the time of making application the fee set out in Regulation 80;
- (d) supply the name of the registered veterinary surgeon who will manage the premises;
- (e) make the premises available for inspection by a person appointed by the Board.

#### **Regulation 41 requires –**

All veterinary hospitals, unless otherwise approved in writing by the Board, shall have –

- (a) a waiting room in which there may be office facilities but where there shall be no provision for examination and treatment of animals;
- (b) an examination room;
- (c) a preparation room containing instruments and sterilisation facilities;
- (d) an operating theatre;
- (e) provision for pharmacy and drug storage in rooms other than those set out in paragraphs (a), (c) and (d) of this regulation;
- (f) provision for separate yarding or caging of every animal admitted and where surgical procedures are carried out to larger animals there shall be erected a crush or like restraining facilities;
- (g) isolation facilities for animals.

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## **Regulation 42 requires –**

All veterinary clinics, where surgical procedures are carried out, unless otherwise approved in writing by the Board shall have –

- (a) a waiting room or reception area;
- (b) an examination room, which may also be used as a preparation room;
- (c) an operating room;
- (d) provision for pharmacy or drug storage;
- (e) isolation facilities for animals.

Attached is Form 1, the application form for the registration of a Veterinary Hospital or Clinic. If the veterinary surgeon controls several hospitals or clinics, an application form and fee is required for each hospital or clinic. The proposed name of the premises is required to be approved by the Board.

The fee to be submitted with the application for each hospital/clinic is \$1790, this comprises of application fee and three years registration. The renewal fee after expiration is \$1260 for a further three years.

A provisional registration will be forwarded on receipt and following inspection the registration will be finalised and a certificate issued.

On first application or renewal after any alteration has been effected, please submit sketch plans and summary specifications of the veterinary premises.

It may be advisable to check that the name chosen for the premises does not contain the name of a registered Trade Mark.