

**VIRGINIA BOARD OF VETERINARY MEDICINE
MINUTES
INSPECTION COMMITTEE
AUGUST 22, 2012**

- TIME AND PLACE:** The Inspection Committee (Committee) meeting was called to order at 2:00 p.m. at the Department of Health Professions, 9960 Mayland Drive, 2nd Floor, Training Room 2 Henrico, VA.
- COMMITTEE MEMBERS PRESENT:** Taryn Singleton, LVT- Chair
Kelly Gottschalk, DVM
Marta Ishmael, LVT
Leslie Knachel, Executive Director
Terri Behr, Operations Manager
- OTHERS PRESENT:** Susan Seward, Virginia Veterinary Medical Association (VVMA)
- ORDERING OF AGENDA:** On properly seconded motion by Ms. Knachel, the Committee voted unanimously to approve the agenda as presented.
- PUBLIC COMMENT:** No public comment was received.
- APPROVAL OF MINUTES:** On properly seconded motion by Dr. Gottschalk, the Committee voted unanimously to approve the minutes of the meeting of April 24, 2012, as presented.
- DISCUSSION:**
- PARAMETERS FOR THE PILOT TICKETING PROGRAM**
- Ms. Knachel provided an overview of the changes that have been made thus far to the inspection process. She indicated that that the Committee's next step involves making decisions regarding the process to be used in the pilot ticketing program. Ms. Knachel suggested that the Committee work on assigning a point value to each item on the inspection form, taking into account whether they are minor or major items.
- Ms. Knachel stated that the committee's recommendations regarding the pilot program would be presented at the next Board of Veterinary Medicine (Board) meeting scheduled for October 17, 2012. If the Boards votes to approve the process,

the pilot will begin before the end of the year. She stated that the pilot program would have to be in use for at least a year in order to gain a good data sampling of how it will work and what tweaks might be needed before tickets are actually issued.

Ms. Knachel commented that educating the licensees about the inspection changes and pilot program will be very important. She indicated that she has made arrangements to make a presentation at the VVMA's February annual meeting and is looking into the possibility of holding video conferencing events around the state to educate the licensees about the new inspection process.

The Committee discussed the point value system and assigned all minor violations a point value of 1. All major violations will be assigned a point value of 2 – 5 depending on the severity of the violation.

In addition, the Committee discussed issues related to ticketing the veterinary establishment and/or the veterinarian-in-charge.

FREQUENCY OF INSPECTIONS

The Committee discussed how often routine inspections would be conducted based on the ticketing process. Preliminarily, they decided on the following routine inspection frequency:

- No violations cited – routine inspection in 5 years
- Violations, but no ticket issued – routine inspection in 4 years

Inspections based on tickets issued will occur at a frequency that is dependent upon the number and type of violations and will be paid for by the veterinary establishment.

MOTIONS:

On properly seconded motion by Dr. Gottschalk, the Committee voted unanimously to direct Ms. Knachel to work on the point system to validate it by applying it to already completed inspections.

On properly seconded motion by Dr. Gottschalk, the Committee voted unanimously to recommend to the full board to begin to utilize the point system developed and to implement the pilot ticketing program in routine inspections.

MEETING ADJOURNED:

The meeting adjourned at 4:00 p.m.

Taryn Singleton, LVT – Chair

Leslie L. Knachel, MPH, - Executive Director