



# Taylor County

## Board of County Commissioners'

### Policy Manual

5.12

Policy #:	Title:	Effective Date:
2009-14	Safekeeping of Euthanasia Kit (Drug Kit)	03/17/09

#### PURPOSE

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To establish guidelines for the safekeeping of the euthanasia kit.

#### REFERENCE

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None

#### POLICY

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The euthanasia kit, hereafter referred to as the drug kit, shall be located in the drug safe at all times, unless in the direct possession and control of a certified euthanasia technician. At no time will the drug kit be left unattended or stored in any location other than the drug safe. The keys to the drug safe will be assigned to two Animal Control Officers. Opening of the drug safe will be witnessed by at least two staff members, except in the event of an emergency where a 2<sup>nd</sup> staff member cannot be reached (ex. Weekends, holidays, after hours, etc) When a 2<sup>nd</sup> staff member cannot be present, the employee opening the drug safe is required to record the time, date, and reason for the opening of the safe.

The Animal Control Coordinator will be responsible for inventory of the drugs on site. This individual will be responsible for assigning drugs to the drug kit, ordering drugs, receiving drugs, and monthly updates of inventory on hand. Verbal permission of the Animal Control Coordinator may be given to an Animal Control Officer, who has completed Euthanization training, to perform these duties in his/her absence.

At all times the drug kit will contain 1 bottle of Fatal-Plus and 1 bottle of Ketaject. Once the assigned bottle reaches a minimum amount of drugs (as set by the individual responsible for inventory) a new bottle will be assigned to the drug kit.

#### RESPONSIBLE DEPARTMENT

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Environmental Services Division – Animal Control Department

**Sunset Date:** 03/01/2020