

Permanent Identification Protocol

HOSPITAL NAME:	HOSPITAL GOAL: Ensure all hospital patients have permanent identification that is registered and kept up-to-date.	
	Date created/updated:	
	Next review/update:	
	Implementation date:	

Over 10 million pets are lost in North America each year. A registered microchip can be the difference in getting a lost pet back home to their family. Microchip implantation is minimally invasive and is well tolerated without the need for sedation. It can be done during any appointment or with routine surgical or dental procedures. This Permanent Identification (ID) Protocol will assist our practice in educating clients on the importance of permanent ID.

HOSPITAL PROTOCOL:

- Scan all patients at every visit to make sure the microchip is detectable and that it has not migrated. At the same time, confirm that the owner has kept the contact information current and complete.
- If microchip is detected, and the client is unsure of registration, recommend registering the chip information with BC Pet Registry (bcpetregistry.ca) and provide relevant information.
- If no microchip was detected, explain importance of permanent ID and recommend microchipping the patient.

TEAM RESPONSIBILITIES:

ALL PRACTICE TEAM MEMBERS	<ol style="list-style-type: none"> 1. In a team meeting, discuss the Permanent Identification protocol. 2. Clarify team members' roles. 3. Discuss ways to educate and motivate clients to provide permanent identification to their pets. 4. Follow the protocol with staff pets.
DOCTORS	<ol style="list-style-type: none"> 1. Discuss the protocol at a doctors' meeting. 2. Communicate the value of permanent identification to all clients. If this was communicated by support staff, review their recommendations. 3. Document recommendations in the patient's file.
PRACTICE MANAGER	<ol style="list-style-type: none"> 1. Meet with doctors and support staff to discuss how the protocol will be used. 2. Be sure the entire team understands and carries out their roles. 3. Maintain an adequate supply of materials required to implement the protocol. 4. Plan and organize team meetings for training and motivation. 5. Measure results (manually or using practice management software). Tracking and monitoring results can ensure compliance and success.
TECHNICIANS & VETERINARY ASSISTANTS	<ol style="list-style-type: none"> 1. If taking history and doing TPRPN, scan patients for permanent id (tattoo and microchip) and ask if the contact information is registered and up to date. 2. If no microchip found, discuss the value of permanent identification and make recommendations as per the protocol. 3. Show and provide the client relevant information materials. 4. Ask client: "What questions do you have"?