



SOP for Vaccination of Pets

Document Number	Effective Date	Review Date	Version No
NVH-P-U1-05	01/01/2019	31/12/2021	001

Document Approval

Prepared by:

National Veterinary Hospital

Signature

Designation:

Chief Veterinary officer
National Animal Hospital
Department of Livestock
Ministry of Agriculture & Forest
Thimphu Bhutan

Date

Reviewed by:

Review Committee

Signature

Chief Veterinary Officer
Animal Health Division
Department of Livestock
Ministry of Agriculture & Forests
Thimphu : Bhutan

Authorized by:

Department of Livestock

Signature

Director General
Department of Livestock
Ministry of Agriculture & Forests
Thimphu : Bhutan

Revision History

Revision	Revision Date	Reason for Revision	Revised by

Prepared by NVH	Reviewed by Review Committee	Authorized by DoL
--------------------	---------------------------------	----------------------


	SOP for Vaccination of Pets			
	Document Number	Effective Date	Review Date	Version No
	NVH-P-U1-05	01/01/2019	31/12/2021	001

Table of Contents

1. Purpose
2. Scope
3. Responsibilities
4. Definitions
5. Process Map in Flow Chart
6. Procedures
7. Related Forms or Work Instructions
8. References

1. Purpose

1.1 This SOP describes the procedure for vaccination of pets.

2. Scope

2.1 This SOP covers the procedures of recording the owner and pet details in the pet booklet, apply stickers in the vaccination table of page 11 to 21 of pet booklet and administering the vaccine.

3. Responsibilities

Sl. No.	Official Designation	Responsibilities
1.	Veterinarian/Para-veterinarian	Administrating the vaccine, recording in the pet booklet.
2.	Animal attendant	To restrain animal.

4. Definitions

4.1 AHD: It refers to Animal Health Division under the Department of Livestock.

4.2 ARV: It refers to Anti Rabies vaccine.

4.3 Animal attendant: It refers to a person who helps in restraining of animals and ensures the well being of the animals during the treatment procedures.

4.4 Booster Vaccination: It is an extra administration of vaccine after primary vaccination.

4.5 DHPPi + L: It refers to Distemper, Hepatitis, Parvo-virus, Para-influenza and Leptospirosis.

4.6 DoL: It refers to Department of Livestock.

4.7 DRA: It refers to Drug Regulatory Authority.


4.8 Effective Date: It is the date that a document becomes effective for use.

4.9 Muzzle: It refers to a device used to cover the animal's snout.

4.10 NVH: It refers to National Veterinary Hospital, Thimphu.

4.11 Para-veterinarian: It refers to a person with diploma in Animal Science and is authorized to provide treatment to the animals.

Prepared by	Reviewed by	Authorized by
NVH	Review Committee	DoL

	SOP for Vaccination of Pets			
	Document Number	Effective Date	Review Date	Version No
	NVH-P-U1-05	01/01/2019	31/12/2021	001

4.12 **Pet:** It refers to dogs and cats.

4.13 **Pet Registration Booklet:** It refers to a book used for registration of pets and contains the details of the animal and vaccination & deworming status.

4.14 **Primary vaccination:** It refers to initial/first vaccination.


4.15 **Restrain:** It refers to application of any procedure designed to restrict its movements in order to facilitate examination of patient.

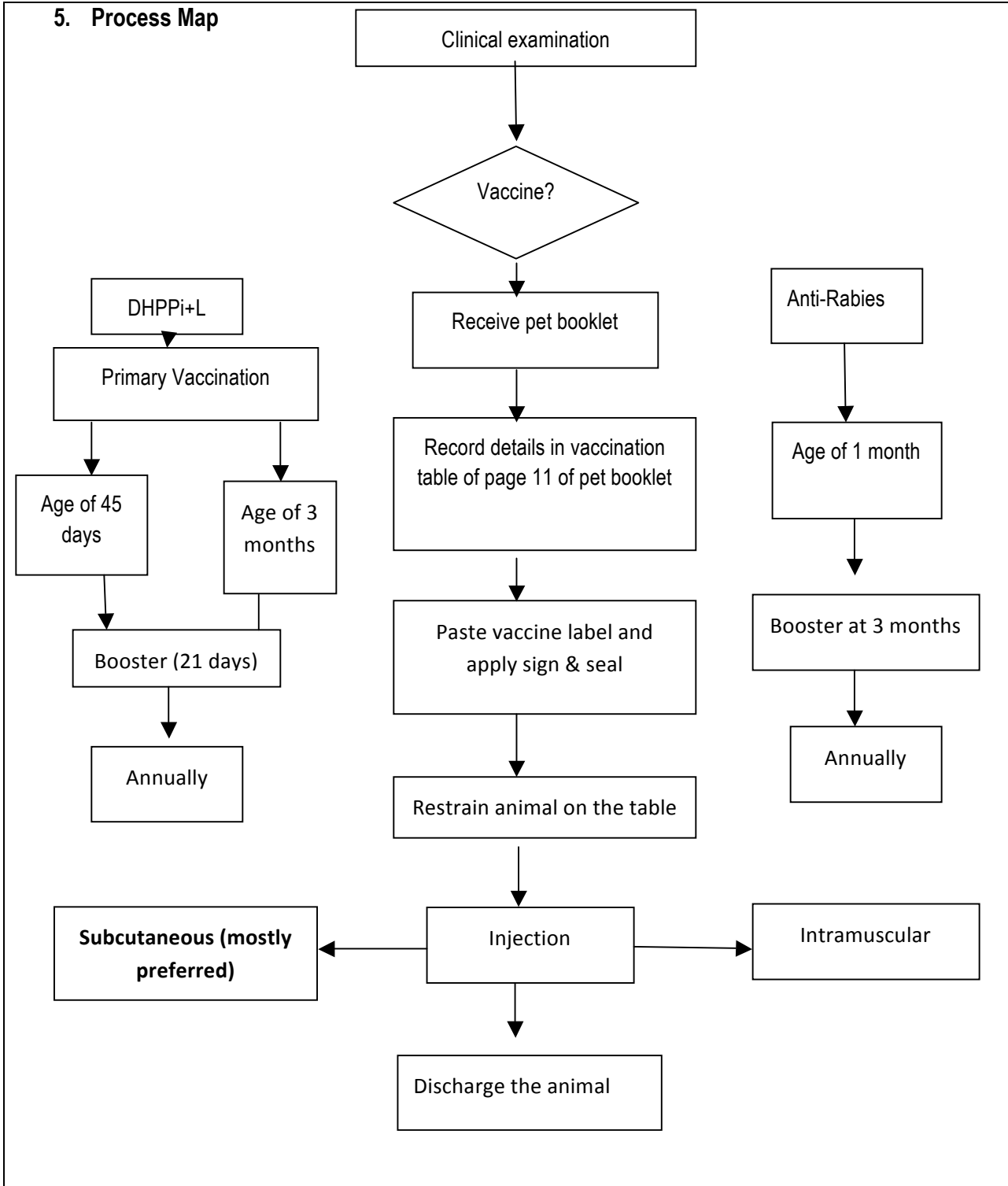
4.16 **SOP:** It refers to Standard Operating Procedure.

4.17 **Vaccination:** It is the administration of vaccine to stimulate an individual immune system to develop adaptive immunity to a pathogen.


4.18 **Veterinarian:** It refers to a person holding a bachelors degree in Veterinary Science and Animal Husbandry and is authorized to practice veterinary medicine.

Prepared by	Reviewed by	Authorized by
NVH	Review Committee	DoL

	SOP for Vaccination of Pets			
	Document Number	Effective Date	Review Date	Version No
	NVH-P-U1-05	01/01/2019	31/12/2021	001



Prepared by	Reviewed by	Authorized by
NVH	Review Committee	DoL

	SOP for Vaccination of Pets			
	Document Number	Effective Date	Review Date	Version No
	NVH-P-U1-05	01/01/2019	31/12/2021	001

6. Procedure

6.1 Vaccination room/area.

- 6.1.1 It should be clean at all times.
- 6.1.2 It should be well lighted with good ventilation or air conditioning.
- 6.1.3 There should be a table of appropriate size with a top made of stainless steel, aluminum or porcelain.
- 6.1.4 It shall have a properly installed and functional sink with a permanent piping for water supply and drainage.
- 6.1.5 It shall have a refrigerator to store the vaccines and the temperature should be recorded twice in a day (morning and evening) in temperature monitoring chart.
- 6.1.6 The technical staff should wear clinical dress (blue) or white lab coat (properly buttoned) with nametag.

6.2 Assess the health condition of the animal and depending on the health condition, decide whether to vaccinate or not.

6.3 Receive the pet booklet.

6.4 Record the details of vaccine in the vaccination table of page 11 of pet booklet.

6.5 Paste the vaccine label in the vaccination table.

6.6 Apply sign and seal.

6.7 Restrain the animal.

- 6.7.1 Apply muzzle or a loop made at the centre of the bandage using a surgeon's knot is slipped over the nose half way up to the corner of the mouth and is drawn tight. The ends of the bandage are brought around the sides of the neck to tie it near the pole.

6.8 Put animal on the table.

6.9 For subcutaneous injection (mostly preferred)

- 6.9.1 Lift the skin up and form a pocket with your finger.
- 6.9.2 Press the needle into the skin.
- 6.9.3 If blood is aspirated, pull out, refill the syringe with vaccine and insert again.
- 6.9.4 If no blood is aspirated, give the injection, withdraw the needle and massage the muscle.
- 6.9.5 Dispose the syringe and needle separately as per the SOP for disposal of pharmaceutical waste.

6.10 For intramuscular

- 6.10.1 Using a 2ml or 5ml syringe with 20-22G needles, insert the needle into the vial.
- 6.10.2 Pull back the plunger slowly to draw the desired amount of vaccine.
- 6.10.3 Put the cap on the needle and place it in a tray.
- 6.10.4 Part the fur to expose the skin at the intended site of injection.
- 6.10.5 Chose the site for intramuscular injection
 - 6.10.5.1 The different sites for intramuscular injection are quadriceps (muscle on the front of thigh), lumbodorsal muscles (muscles on either side of lumbar spine), the triceps (behind humerus) or the hamstrings (muscle at the

Prepared by	Reviewed by	Authorized by
NVH	Review Committee	DoL



SOP for Vaccination of Pets

Document Number	Effective Date	Review Date	Version No
NVH-P-U1-05	01/01/2019	31/12/2021	001

back of thigh). The hamstrings muscle should generally be avoided due to the possibility of damage to the sciatic nerve. The volumes for injection should not be more than 6ml.

6.10.5.2 The triceps muscle is located caudal to the humerus. Left thumb is placed on the humerus, isolating the muscle belly in the left hand. The needle is placed in the muscle belly.

6.10.5.3 The quadriceps is located anterior to the femur. The left thumb is on the femur. The needle is inserted at a right angle to the muscle belly.

6.10.5.4 The dorsal lumbar muscles are on the either side of the midline. With the left thumb feel the lumbar vertebrae and give injection away from them.

6.10.5.5 When administering injection into the semimembranosus/semitendinosus (hamstrings) muscle group, the tip of the needle should be directed toward the caudal aspect of the limb. Use left hand to isolate the muscle group caudal to the femur.

6.10.6 Before injecting the vaccine, withdraw the plunger.

6.10.7 If blood is aspirated, pull out, refill the syringe with vaccine and insert again.

6.10.8 If no blood is aspirated, give the injection, withdraw the needle and massage the muscle.

6.10.9 Dispose the syringe and needle separately as per the SOP for disposal of pharmaceutical waste.

6.10.10 Discharge the animal.

7. Related Forms or Work Instructions

7.1 Vaccination schedule.

7.2 Pet Registration Booklet.

8. References

8.1 SOP on SOP format – Drug Regulatory Authority, Thimphu.

Prepared by	Reviewed by	Authorized by
NVH	Review Committee	DoL