



3. Treatment and Vaccination of Companion Animals of Walk-in Clients				
The Office of the Provincial Veterinarian also serves as an animal clinic for companion animals (dogs and cats). Medical services include deworming, vaccination, consultation, antibiotic therapy and IV fluid therapy.				
Office or Division:	Office of the Provincial Veterinarian / Animal Health Management Division			
Classification:	Simple			
Type of Transaction:	G2C- Government to Citizen			
Who may avail:	All			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
1. Treatment Consent Form 2. Feedback Form			1. Office of the Provincial Veterinarian 2. Office of the Provincial Veterinarian	
CLIENT'S STEP	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Brings the patient to the clinic	1. Records client and patient information	None	5 minutes	<i>Administrative Assistant VI</i> Administrative Support Services
2.1 Informs the veterinarian about the medical history of the patient 2.2 Provides medicines/supplies necessary. These may include oral medications and supplements, intravenous set and IV fluids.	2.1 Checks the general health status of the patient 2.2 Prescribes appropriate treatment or intervention 2.3 Provides the necessary medical intervention 2.4 Provides post-treatment orientation to the owner/ caretaker and sets follow-up visit, if necessary	None	30 minutes	<i>Veterinarian IV</i> Animal Health Management Division
3. NONE	3. Records all interventions performed and gives the form to the client, for acknowledgement and signature	None	1 minute	<i>Veterinarian IV</i> Animal Health Management Division
4. Signs the Treatment Consent Form	4. Gives the feedback form to the client	None	1 minute	<i>Veterinarian IV</i> Animal Health Management Division
5. Fills-out the feedback form	5. Receives and files the feedback form	None	1 minute	<i>Veterinarian IV</i> Animal Health Management Division
6. NONE	6. Encodes the information to the animal treatment and vaccination database	None	2 minutes	<i>Administrative Assistant VI</i> Administrative Support Services
TOTAL:		None	40 minutes	