

**VIRGINIA BOARD OF VETERINARY MEDICINE
MINUTES
LEGISLATIVE/REGULATORY REVIEW COMMITTEE
FEBRUARY 10, 2009**

TIME AND PLACE: The Legislative/Regulatory Review Committee meeting was called to order at 9:05 a.m. at the Department of Health Professions, Richmond, VA.

COMMITTEE MEMBERS PRESENT: James DeBell- Chair
Joseph May, DVM
Taryn Singleton, LVT

STAFF PRESENT: Elizabeth Carter, Ph.D., Executive Director
Terri Behr, Operations Manager
Elaine Yeatts, Senior Policy Analyst

OTHERS PRESENT: Henry McKelvin, DVM
Kelly Gottschalk, DVM
John Wise, DVM

DISCUSSION OF RECORD KEEPING GUIDANCE DOCUMENT: The Committee began a discussion to provide better guidance on the information that should be included in medical records to ensure that a subsequent veterinarian would be adequately informed about the patient's status, diagnosis, and treatment plan.

Drs. DeBell and May presented a list of goals and objectives that the Committee will consider and discuss. The list included increasing communication with licensees and keeping them up to date on changes in regulations at least annually, clarifying and expanding on what should be included in a medical record and utilizing information from other states' regulations to assist the Committee in this endeavor, update the record keeping Guidance Document on the Board's website on not only medical records, but also with guidance on surgical notes and narcotic logs, publish a newsletter annually, clarify computer record requirements and improve communication with practitioners. The Committee will utilize language such as that found in the Pennsylvania regulations which states: A

veterinary medical record shall be kept in a problem-oriented or similar format that allows any veterinarian, by reading the record, to proceed with the care and treatment of the animal and allow the Board or other agency to determine the advice and treatment recommended and performed. This record shall be legible.

MEETING ADJOURNED:

The meeting adjourned at 10:05 p.m.

James DeBell, DVM - Chair

Elizabeth A. Carter, Ph.D. - Executive Director