



DEPARTMENT OF THE ARMY
WRIGHT-PATTERSON AFB BRANCH VETERINARY SERVICES
OHIO DISTRICT VALLEY VETERINARY COMMAND
DAYTON, OH 45433-5734

REPLY TO
ATTENTION OF

MCVS-ATA-KW

14 April 2011

VETERINARY TREATMENT FACILITY (VTF) POLICIES-WPAFB

1. If you have pets living on base, you are required to register within 2 weeks of arriving and establish records for them at the VTF, even if you will not be using this facility for pet care. These records must be updated whenever your pet receives new immunizations. ALL pets residing on base (including base contracted housing) must be microchipped. This is stated as per WPAFB Instruction 48-101 Animal Control and Disease Prevention. The VTF staff will uphold this policy. Appointments for microchipping can be made at the WPAFB VTF.
2. All persons using this facility must present a US Armed Forces Identification, Privilege Card (DD2A), or Uniformed Services Identification and Privilege Card (DD1137).
3. For safety reasons, we do not encourage children under the age of 12 during clinic days.
4. Please keep all pets on a leash or in a carrier when brought to the clinic.
5. Unfortunately, we are not equipped to provide emergency care to your pets. All pets are seen by appointment only. We do our best to provide accessible veterinary care, but there may be occasions when you will be unable to get an appointment at the VTF. If this is the case, there are several civilian veterinarians in the area.
6. We do not have the staff or equipment necessary to hospitalize patients or provide care for long term conditions such as diabetes, kidney disease, etc. Major health problems with your pets should be handled through a local civilian veterinarian.
7. If your animal was vaccinated at another military installation or at a civilian veterinarian, written proof of vaccination will be required to update your files. If your file is not updated, it will be removed from the system after 2 years and destroyed after 3 years.
8. We cannot provide any services for litters which are bred for profit. This is because the government cannot subsidize breeding of pets for commercial gain or profit. This includes accidental litters.
9. All pets must be examined by the veterinarian before prescriptions can be filled. This is required by law and includes all prescription medications. We are not able to fill prescriptions from civilian veterinarians.
10. There is an appointment no show policy. If you are 15 minutes later or more, you may be asked to reschedule. If you need to cancel, please call 24 hours before your appointment. Three consecutive no shows may result in loss of clinic privileges.
11. If you PCS or you no longer own your pet for any reason, please pick up your pet's records and/or notify us that you no longer have this pet.
12. Pets must be seen by the veterinarian every 3 years. A technician appointment will not be granted if your animal has not seen the veterinarian within the past 3 years.

Owner's Signature _____ Date _____