



# WEBER COUNTY ANIMAL SERVICES

## POLICY AND PROCEDURES

### EUTHANASIA

EFFECTIVE DATE: 11/23/2009  
STANDARD NUMBER: N/A

REVIEW DATE: 03/10/2011  
APPROVED: Signature on file  
Sheriff Signature

#### 1. Purpose:

To ensure a humane method of euthanasia for all animals that enter the facility is conducted; as well as direction to protect the safety of those performing euthanasia.

#### 2. Rationale

Proper humane methods of euthanasia are necessary to follow proper local, state, and federal guidelines and to protect all animals identified for euthanasia as well as the safety of those performing the euthanasia process.

#### 3. Policy

##### A. Euthanasia

1. No animal will be euthanized until it has met the criteria set forth by the Weber County Animal Ordinance, state laws, federal laws, any other local laws and after all other policies and procedures have been met.
2. In the event of serious injury, illness, or other extreme circumstances and with the approval of the manager or his designee, euthanasia may proceed before the required time period has been met. The purpose may be to relieve the animal from undue suffering or to protect animals and/or people from injury, disease, or danger.
3. An owner may request and consent to have their animal euthanized after completing the shelter request and consent form. They will also pay the appropriate fee.

##### B. Methods of Euthanasia

1. Only approved methods, equipment, and drugs will be used for the euthanasia process.
2. The drug of choice for euthanasia will be Sodium Phenobarbital. The drug will be administered by injection in the following manner:
  - i. Inter-cardiac only when the animal had been pre-tranquilized.
  - ii. Inter-peritoneal.
  - iii. Intravenously in the manner prescribed by the manufacturer.

3. Use of the Euthanasia Chamber will be directed by state and federal requirements for use and safety. It is required that a minimum of two staff members be present whenever the euthanasia chamber is to be used.

C. Those Performing Euthanasia

1. Those people who have been trained by attending a certification course approved by the shelter director.
2. Those trained by another shelter employee certified through an approved course.
3. A licensed veterinarian.

D. Handling of Animals Prior to Euthanasia

1. Only trained and qualified employees of the shelter or a veterinarian will perform and participate in the euthanasia process.
2. With the shelter director's permission others may be allowed to watch or take part in the euthanasia process.
3. Shelter personnel will move the animals to the euthanasia room or supervise those moving the animal.
4. At no time will the animal owner be allowed to witness their animal being administered any euthanasia drug. The animal owner may be allowed to see the animal after the euthanasia procedure is completed and the animal has been verified as deceased.

E. The Euthanasia Procedure

1. Animals to be euthanized will be brought to the designated area or room by shelter employees or other authorized persons, on a leash or other appropriate restraints. The shelter employees will take reasonable steps to ensure safety and security of people and other animals.
2. The animals will be positively identified by two persons as the animal to be euthanized by checking and examining the animal for any implanted identification chip, reviewing the shelter's record, or having the owner of the animal confirm the animal's identity.
3. A shelter employee will hold the animal, place it in the gated holding pen or other appropriate containment device while another shelter employee administers the drug for sedation and/or the euthanasia drug.
4. Two shelter employees will, in the presence of each other and after a reasonable period of observation, examine the euthanized animal and conclusively verify the death of the animal.
5. Upon verification of death the shelter employees will remove all collars and any other form of identification except for an implanted identification device. The animal will be placed into a plastic bag if needed or other container for holding until a time for cremation is determined.
6. The area where the euthanasia took place will be immediately cleaned of any excrement, blood, urine, feces, or other mess left after the procedure.

7. Whenever possible there shall be at least two shelter employees present when an animal is to be euthanized. Only under exigent circumstances can euthanization be done by a single shelter employee.

F. Rabies Testing

1. If an animal has been euthanized and the animal's head needs to be sent to the state lab for testing, an animal officer will fill out the proper paperwork and transport the head to the lab.

G. Euthanasia Off-Site

1. It is policy of the Weber County Animal Shelter that whenever possible euthanasia will not be performed outside of the shelter.
2. The shelter recognizes that there will be times when euthanasia is necessary in the field. This procedure should be done as discreetly as possible. In no case should this be done with citizens or children watching.
3. Drugs being carried in animal control vehicles will be kept in a locked container provided by Weber County Animal Services. The vehicle will be locked at all times when the officer is away from the vehicle.
4. The drug usage will be recorded in the log book kept with the drugs.
5. When in the opinion of two other people it is in the best interest of the animal to be euthanized the animal control officer can euthanize the animal in the field.
6. If an owner is available, the animal control officer will seek the owners' permission and have the owner sign a consent form for the procedure.
7. The animal should be removed and taken to the shelter if the owner is not present or does not wish to keep the animal for burial.

H. Record Keeping

1. **The staff member(s) that participate or assist with any euthanasia** will keep record of all procedures. Upon completion of any euthanasia the assigned staff member will ensure a record of the animal is documented in the computer and that an accurate record of euthanasia method and gas or drug use is appropriately recorded.
2. A report should be made giving dates, names, addresses and details of what took place.