

1 UPDATED: 10/16/2023 – DISCUSSION DRAFT ONLY -- NOT FILED WITH LRC

2 GENERAL GOVERNMENT CABINET

3 Kentucky Board of Veterinary Examiners

4 (New Administrative Regulation)

5 201 KAR 16:565. Registered Veterinary Facilities – Duties of Registered Responsible Parties  
6 and Veterinarian Managers.

7 RELATES TO: KRS 321.203, 321.205, 321.235, 321.236

8 STATUTORY AUTHORITY: KRS 321.235(1)(b), 321.236(1)(b)

9 NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.235(1)(b) requires the  
10 Kentucky Board of Veterinary Examiners to promulgate administrative regulations to effectively  
11 carry out and enforce the provisions of KRS Chapter 321. KRS 321.236 requires all veterinary  
12 facilities to register with the Kentucky Board of Veterinary Examiners. KRS 321.236(5) requires  
13 each registered veterinary facility to identify both a veterinarian manager and each registered  
14 responsible party who shall be responsible for the operation and management of the veterinary  
15 facility. This administrative regulation establishes the responsibilities for registered responsible  
16 parties and veterinarian managers.

17 Section 1. Definitions.

18 (1) "Fixed facility" has the same meaning as KRS 321.181(38).

19 (2) "Mobile facility" or "mobile unit" has the same meaning as KRS 321.181(46).

20 (3) "Practice of veterinary medicine" has the same meaning as KRS 321.181(50).

21 (4) "Practice of veterinary technology" has the same meaning as KRS 321.181(51).

1 (5) "Registered responsible party" has the same meaning as KRS 321.181(57).

2 (6) "Veterinarian manager" has the same meaning as KRS 321.181(68)

3 (7) "Veterinary facility" has the same meaning as KRS 321.181(71).

4 Section 2. Registered Responsible Parties. A registered responsible party shall

5 (1) Be responsible for maintaining minimum standards as promulgated by the board in  
6 administrative regulation;

7 (2) Designate a veterinarian manager for the registered veterinary facility;

8 (3) Ensure the requirements of KRS Chapter 321 and 201 KAR Chapter 16 are met in  
9 addition to all local, state, and federal laws governing operations at the veterinary facility;

10 (4) Comply with all duties to report, in accordance with Section 4 of this administrative  
11 regulation, including the timely designation of a veterinarian manager for the facility; and

12 (5) Ensure compliance with minimum veterinary facility standards set forth in 201 KAR  
13 16:701, 16:702, 16:705, 16:710, 16:715, 16:720, 16:750, and 16:810, as applicable to the  
14 registered veterinary facility.

15 Section 3. Veterinarian Manager.

16 (1) A veterinarian manager shall:

17 (a) Be responsible for maintaining minimum standards as promulgated by the board in  
18 administrative regulation;

19 (b) Maintain a Kentucky Board of Veterinary Examiners veterinarian license;

20 (c) Comply with all provisions of the Kentucky Veterinary Medicine Practice Act and  
21 201 KAR Chapter 16, in addition to all local, state, and federal laws governing operations at the  
22 veterinary facility;

23 (2) The veterinarian manager shall be:

- 1 (a) The individual who oversees veterinary services at a veterinary facility;
- 2 (b) Knowledgeable about the veterinary facility, its daily operations, standard protocols,  
3 drug supplies, patient areas, storage structures, other organizational spaces, and all parts and  
4 spaces, both indoors and outdoors, of the veterinary facility;
- 5 (c) Present at the veterinary facility with enough frequency to have knowledge of and  
6 control over the facility's methods for complying with minimum standards and the degree to  
7 which the minimum standards are being met; and
- 8 (d) Available and responsive to the board, its staff, inspectors, or other board designees,  
9 in the event of a facility inspection or any inquiry or investigation by the board.

10 Section 4. Duty to Report. Registered responsible parties and veterinarian managers  
11 shall report to the board:

- 12 (1) Any change of address, phone, or email within thirty (30) days by completing and  
13 submitting to the board the Request for Name or Address Change form or online equivalent form  
14 provided by the board, including all required attachments;
- 15 (2) A change in the veterinarian manager for the registered veterinary facility within ten  
16 (10) days on the Request for a New Veterinarian Manager form or online equivalent form,  
17 including all required attachments, as incorporated by reference in 201 KAR 16:543;
- 18 (3) Any infraction of KRS Chapter 321 or 201 KAR Chapter 16 by themselves or another  
19 person at the veterinary facility within fifteen (15) days; and
- 20 (4) A written response to a grievance or inquiry from the board within twenty (20) days  
21 of receipt.

22 Section 5. Compliance and Disciplinary Action. Registered responsible parties and  
23 veterinarian managers shall comply with the KRS Chapter 321, 201 KAR Chapter 16, and other

1 applicable federal, state, and local laws, or shall be subject to disciplinary action pursuant to  
2 KRS 321.235(2)(h) or 321.351.

3 Section 6. Incorporation by Reference.

4 (1) "Request for Name or Address Change", 2/2020. is incorporated by reference.

5 (2) This material may be inspected, copied, or obtained, subjected to applicable copyright  
6 law, at the Kentucky Board of Veterinary Examiners, 107 Corporate Drive, Frankfort, Kentucky  
7 40601, Monday through Friday, 8:30 a.m. to 4:30 p.m. This material may also be obtained at  
8 [www.kybve.com](http://www.kybve.com).

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