

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 16:567. Registered AAHP Facilities – Duties of Registered Responsible Parties and
6 AAHP 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 allied
12 animal health professional (AAHP) facilities to register with the Kentucky Board of Veterinary
13 Examiners. KRS 321.236(5) requires each registered AAHP facility to identify both an AAHP
14 manager and each registered responsible party who shall be responsible for the operation and
15 management of the AAHP facility. This administrative regulation establishes the responsibilities
16 for registered responsible parties and AAHP managers.

17 Section 1. Definitions.

18 (1) “Allied animal health professional” or “AAHP” has the same meaning as KRS
19 321.181(1).

20 (2) “Allied animal health professional facility” or “AAHP facility” has the same meaning
21 as KRS 321.181(2).

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

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

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

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 an AAHP manager for the registered AAHP 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 an AAHP manager for the facility; and

12 (5) Ensure compliance with minimum AAHP facility standards promulgated by the board
13 in administrative regulation, as applicable to the registered AAHP facility.

14 Section 3. AAHP Manager.

15 (1) An AAHP manager shall:

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

18 (b) Maintain a Kentucky Board of Veterinary Examiners AAHP permit in good standing;

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

22 (2) The AAHP manager shall be:

23 (a) The individual who oversees AAHP services at the AAHP facility;

1 (b) Knowledgeable about the AAHP facility, its daily operations, standard protocols,
2 supplies, patient areas, storage structures, other organizational spaces, and all parts and spaces,
3 both indoors and outdoors, of the AAHP facility;

4 (c) Present at the AAHP facility with enough frequency to have knowledge of and control
5 over the facility's methods for complying with minimum standards and the degree to which the
6 minimum standards are being met; and

7 (d) Available and responsive to the board, its staff, inspectors, or other board designees,
8 in the event of a facility inspection or any inquiry or investigation by the board.

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

11 (1) Any change of address, phone, or email within thirty (30) days by completing and
12 submitting to the board the Request for Name or Address Change form or online equivalent
13 form, including all required attachments, provided by the board;

14 (2) A change in the AAHP manager for the registered veterinary facility within ten (10)
15 days by completing and submitting to the board a Request for a New AAHP Manager form or
16 online equivalent form, including all required attachments, provided by the board;

17 (3) Any infraction of KRS Chapter 321 or 201 KAR Chapter 16 by themselves or another
18 person at the AAHP facility within fifteen (15) days; and

19 (4) A written response to a grievance or inquiry from the board within twenty (20) days
20 of receipt, pursuant to 201 KAR 16:610.

21 Section 5. Compliance and Disciplinary Action. Registered responsible parties and
22 AAHP managers shall comply with 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) The following material is incorporated by reference:

5 (a) "Request for a New AAHP Manager", 3/2024; and

6 (b) "Request for Name or Address Change", 2/2020.

7 (2) This material may be inspected, copied, or obtained, subjected to applicable copyright
8 law, at the Kentucky Board of Veterinary Examiners, 107 Corporate Drive, Frankfort, Kentucky
9 40601, Monday through Friday, 8:30 a.m. to 4:30 p.m. This material may also be obtained at
10 www.kybve.com.

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