**Admitting Day Patients**

**Standard Operating Procedure**

* Check the consent form and write the details on the operation board.
* Check the green kennel card, ID name tag and carrier/lead tag has the correct information on it.
* Look on the patient computer record. Check relevant history, current medication, vaccination status, flea and worm treatment and microchip status.
* Admit in the nurses' consult room. Call up the patient computer record in the room.
* With the client confirm: vaccination, insurance, microchip, flea and worm treatment status.
* Today's procedure - check gender (look not just feel), which limb affected, where the lumps are (clip hair above the lump).
* Check the *contact* telephone numbers.
* Explain the risks of general anaesthetic.
* Ask the client if they have any other worries or concerns.
* If the owner is happy and you feel they understand the procedure etc, ask them to sign and date the consent form.
* Inform the owner that a nurse will contact them after 1pm with an update and a time to collect their animal. However, if they have not heard from us by 2pm - ask the client to phone in. Assess the client - if they are very worried or upset - make a note on the consent form and ask the vet to phone after the procedure, to put their mind at rest.

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