**Admitting Inpatients**

**Standard Operating Procedure**

* The case vet must relay the history to the kennel nurse.
* A plan of treatment must be clear on the admit sheet.
* Fill in the 'initial admit sheet' either with case vet or owner (find out normal behaviour, normal diet and exercise).
* Record temperature, pulse and respiration rates.
* Weigh the patient and place in an appropriate kennel (white Vetbed for dogs, purple Vetbed for cats, no Vetbed for small mammals).
* Fill out a yellow inpatient cage card.
* Place an ID name collar on the patient, place a name tag on the cat carrier, dog lead and any belongings (e.g. blankets or toys).
* For nervous animals spray the kennel with DAP or Feliway and place a blanket over the front of the kennel if necessary.
* Check over for any other problems that may need addressing (eg ear problems or fleas).
* If admitted by the vet, when the patient is settled, phone the owner to get an detailed history of life at home to establish what is normal for that patient, including diet, eating habits, sleeping habits and any medication (such as flea and worm treatment). The phone call can also reassure the client.

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