BOARDS AND COMMISSIONS
Board of Veterinary Examiners
(Amended at ARRS Committee)

201 KAR 16:767. Registered veterinary facilities – Duties of registered responsible parties and veterinarian managers.

RELATES TO: KRS 321.181, 321.203, 321.205, 321.235, 321.236
STATUTORY AUTHORITY: KRS 321.235(1)(b), 321.236(1)(b), (5)
CERTIFICATION STATEMENT: This certifies that this administrative regulation complies with the requirements of 2025 RS HB 6, Section 8.
NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.235(1)(b) requires the Kentucky Board of Veterinary Examiners to promulgate administrative regulations to effectively carry out and enforce the provisions of KRS Chapter 321. KRS 321.236 requires all veterinary facilities to register with the Kentucky Board of Veterinary Examiners. KRS 321.236(5) requires each registered veterinary facility to identify both a veterinarian manager and each registered responsible party who shall be responsible for the operation and management of the veterinary facility. This administrative regulation establishes the responsibilities for registered responsible parties and veterinarian managers.

Section 1. Definitions.
(1) "Mobile facility" or "mobile unit" is defined by KRS 321.181(48).
(2) "Registered responsible party" is defined by KRS 321.181(59).
(3) "Veterinarian manager" is defined by KRS 321.181(70)
(4) "Veterinary facility" is defined by KRS 321.181(73).

Section 2. Duties of Registered Responsible Parties. A registered responsible party shall:
(1) Be responsible for maintaining minimum standards as promulgated by the board in 201 KAR Chapter 16;
(2) Designate a veterinarian manager for the registered veterinary facility;
(3) Comply with the requirements of and ensure employees and volunteers at the veterinary facility comply with the provisions of KRS Chapter 321 and 201 KAR Chapter 16, in addition to all local, state, and federal laws governing operations at the veterinary facility; and
(4) Comply with all duties to report, in accordance with Section 4 of this administrative regulation, including the timely designation of a veterinarian manager for the facility.

Section 3. Duties of Veterinarian Managers.
(1) A veterinarian manager shall:
(a) Be responsible for maintaining minimum standards as established by the board in 201 KAR Chapter 16;
(b) Maintain a Kentucky Board of Veterinary Examiners veterinarian license;
(c) Comply with all provisions of the Kentucky Veterinary Medicine Practice Act and 201 KAR Chapter 16, in addition to all local, state, and federal laws governing operations at the veterinary facility; and
(d) Ensure the current board-approved veterinary facility registration is posted in the registered facility and viewable by the public.
(2) The veterinarian manager shall be:
(a) The individual who oversees veterinary services at a veterinary facility;
(b) Knowledgeable about the veterinary facility and its:
1. Daily operations;
2. Standard protocols;
3. Drugs and supplies;

4. Patient areas;
5. Storage structures;
6. Other organizational spaces; and
7. Parts and spaces, both indoors and outdoors;

(c) Physically present at the veterinary facility with enough frequency during business hours each calendar year to have sufficient knowledge of and control over the facility's methods for complying with minimum standards as established in KRS Chapter 321 and 201 KAR Chapter 16, and the degree to which the minimum standards are being met; and

(d) []Available and responsive to the board, its staff, inspectors, or other board designees, if a facility inspection or any inquiry or investigation by the board occurs.

Section 4. Duty to Report. Either the registered responsible parties or veterinarian managers shall report to the board:

(1) Within thirty (30) calendar days, any change of name, address, phone, or email to the registered facility by completing and submitting to the board the Request for Facility Information Change form or online equivalent form provided by the board, including all required attachments;

(2) Within ten (10) business days, a change in the veterinarian manager for the registered veterinary facility on the Request for a New Veterinarian Manager form or online equivalent form, including all required attachments; and

(3) A written response to a grievance or inquiry from the board in accordance with 201 KAR 16:610.

Section 5. Incorporation by Reference.

(1) The following material is incorporated by reference:

(a) "Request for Facility Information Change", 7/2025; and

(b) "Request for a New Veterinarian Manager", 11/2025.

(2) This material may be inspected, copied, or obtained, subjected to applicable copyright law, at the Kentucky Board of Veterinary Examiners, 4047 Iron Works Parkway, Suite 104, Lexington, Kentucky 40511, Monday through Friday, 8:30 a.m. to 4:30 p.m. This material may also be obtained at kbve.ky.gov.

(201 KAR 016:767. 51 Ky.R. 1033, 1685, 1772; eff. 7-1-2025; 52 Ky.R. 203, 982; 53 Ky.R. 202; eff. 11-2-2026.)

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