

**VETERINARY HEALTH CENTER at KANSAS STATE UNIVERSITY
OFFICIAL PROTOCOL**

LITTER RECORDS AND CHARGES

A litter may be treated under a litter record if presented for tail docks, dew claws, small animal, and births in the VHC. Individual records will be set up for a litter that is coming in for vaccinations.

Patients born in the hospital must have a litter record or an individual medical record. For example, a litter delivered by C-Section and healthy may be treated under a litter record. A Record Fee and Exam Fee (E1170 Exam SA Litter - 1st Animal) must be entered on the healthy litter. SA Accompanying Fee will also be entered in VetStar if the litter is admitted to the VHC due to further treatment required by the mother. The litter medical record number is to be used for the litter record only. It is not to be assigned to an individual patient.

If an individual patient from a litter is being treated, a separate record will be set up and an exam fee as well as all other appropriate charges will be entered in VetStar. If other litter mates become ill while hospitalized, a separate record will be set up on each one of them and an exam fee and other appropriate charges entered in VetStar.

Pet Health Center Vaccinaton:

Exam - SA Litter - 1 st Animal	(E1170)
Exam - SA Litter - Each Addl Animal	(E1171)
Exam - SA Litter - 1 st Animal Recheck	(E1172)
Exam – SA Litter – Each Addl Animal	(E1173)

All patients presenting for CERF, OFA, BAEP, and BSE exams will require an individual medical record and be assigned the appropriate individual charges.

CATEGORY Desks, House Officers, Medical Records, Small Animal Medicine, Small Animal Surgery and Students

REVIEWED 04/26/2018, Medical Records Program/Project Coordinator