

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

RABIES VACCINE SERIAL NUMBER TRACKING

To enable the VHC to respond to manufacturers recall of rabies vaccine, the clinician administering a rabies vaccine must:

1. Enter the rabies charge in the patient's VetStar record. A pop-up window opens that requires the tag number, duration of vaccine, expiration of the vaccine itself, and vaccine serial number to be entered. If the animal does not require a tag number, you may enter roman numeral "I". The serial number is located on the side of the rabies vaccine bottle. All dogs and cats should have a tag number.
2. Enter the vaccine serial number in the patient's medical record on the Case Summary Sheet. The 1ml vials have a sticker that may be removed and placed on the Case Summary Sheet. The 10ml tanks do not have stickers so the serial number must be hand written on the Case Summary Sheet. To add or change the serial number, type "pt" in the command line in the Client/Patient Screen. Scroll to Rabies and enter or change the serial number. (You cannot enter or change the tag number.)

CATEGORY Clinical Sections, Desks, Dispensary, House Officers, Medical Records and Students

APPROVED 2/19/13, VHC Administrator