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**IDAHO BOARD OF VETERINARY MEDICINE
CERTIFIED EUTHANASIA TASK FORCE (CETF)
Tuesday, April 9, 2013
ISDA Building, Boise, Idaho
Main A Conference Room**

MINUTES

Attendees:

1. Jo-Anne Dixon, DVM, CETF Chair
2. Tami McReynolds, DVM
3. Teresa Kasper-Sauer, DVM
4. Carol Eklund, DVM, BOVM representative
5. Marcia Matsuura, DVM
6. Steven Buzzell, CET
7. Carol Youtz, Acting Executive Director
8. Cindy Hedge, Technical Records Specialist II
9. Roger Gabel, Deputy Attorney General
10. Jeff Rosenthal, DVM-Executive Director of the Idaho Humane Society

Call to Order: Dr. Jo-Anne Dixon, Task Force Chair, called the meeting to order at 12:10 p.m.

1. **MINUTES:** Approve October 3, 2012 meeting minutes
Dr. Kasper-Sauer moved to approve the minutes as amended. Dr Eklund seconded. Motion passed.

2. **TRAINING:**

- a. **2013 Remote Chemical Capture Course:**

Dr. Jeff Rosenthal reported the March 14 Chemical Capture course in Pocatello went well. He felt that the allotted time for the day-long class is reasonable. The purpose of the class was for technicians to learn chemical capture concepts, and not to certify in using the remote capture equipment. Dr. Rosenthal also focused on good record keeping, and the importance of consulting a licensed veterinarian after an animal is darted.

Dr. Rosenthal encouraged the use of blowpipes for chemical capture, because they are the less traumatic to the animal and are more affordable to the agencies. Dr. Rosenthal has offered students access to the Idaho Humane Society's chemical capture equipment. Several of Idaho's law-enforcement agencies have

1 reduced or eliminated the use of chemical capture techniques because of potential
2 safety issues within urban areas.

3
4 Dr. Rosenthal stated that while expensive, gauged CO₂ cartridges are the most
5 humane and accurate. He offered to make a distance chart that would let
6 technicians know exactly how to calculate the correct dosage for each dart.
7

8 As a Senior Director of Shelter Outreach with the American Society for
9 Prevention of Cruelty to Animals (ASPCA), Dr. Tami McReynolds offered to
10 work with Dr. Rosenthal to provide funding for Idaho to update its chemical
11 capture equipment, if he would oversee the program management.
12

13 **b. Updates of Spring 2013 Certified Euthanasia Technician (CET) training**
14 **(CET written exam):**

15 Ms. Youtz compiled the comments of fifteen student evaluation forms from the
16 Pocatello training session, as well as a list of the commonly-missed exam
17 questions. She distributed a handout to the Task Force members for review. Dr.
18 McReynolds mentioned that CET examination results have improved markedly
19 since the Task Force was reinstated.

- 20 i. Question 5 - Rewrite Question 5
- 21 ii. Question 9 –The syringe illustration is inaccurate. Dr. Kasper-Sauer will
22 locate a photo or drawing of a 10ml syringe for inclusion into the
23 slideshow, the written exam, and the Idaho Adjunct Manual.
- 24 iii. Question 11 – Students are having a difficult time because answers are not
25 verbatim from the *Humane Society of the United States* (HSUS) manual or
26 the Idaho Adjunct Manual.
- 27 iv. Questions 15-17 – need exact verbiage from the HSUS manual
- 28 v. Question 19 – Remove the word “aggressive” and write an additional
29 question asking for three acceptable methods to restrain an animal safely.
30

31 **c. Training slideshow (PowerPoint)**

32 The order of the slideshow doesn't necessarily match the flow of the HSUS
33 manual, but the instructors generally liked the layout of the slideshow. To assist
34 the students:

- 35 i. Dr. McReynolds will note the HSUS chapter and page number for the
36 concepts taught on each slide
- 37 ii. Board staff will update the slide footers when this information is
38 received
- 39 **iii. Due date is September 1, 2013**

40
41 **d. Euthanasia Jurisprudence (JP) examination revisions**

42 The Task Force members questioned the need to rewrite the JP exam every three
43 years. Ms. Youtz advised this is necessary for the following reasons:

- 44 i. Idaho statutes and rules regulating the Certified Euthanasia Program can
45 change every year, and exam questions must reflect this new information

- 1 ii. The recertifying technicians should not take the same JP exam that they
2 took three years ago

3
4 Ms. Youtz will compile a pool of proposed jurisprudence questions and let the
5 Task Force choose which questions will be used. **Due date is September 1, 2013**

6
7 **e. Written exam for CET training - revisions needed for 2014 CET students**

8 Dr. Dixon asked who responsible for rewriting. Dr. McReynolds thinks a
9 veterinarian should write the questions, since the written exam deals with medical
10 and technical issues, as opposed to Idaho Law.

- 11 • Dr. Kasper-Sauer will rewrite the dosage questions #18-end.
12 • Dr. Matsuura will rewrite Questions 1-17.
13 • Dr. Eklund will review the drug log and get recommendations to Ms.
14 Youtz.
15 • **Due date is to have questions to the Board office is September 1, 2013**

16
17 Dr. Eklund asked about establishing a pool of questions that could be inserted into
18 each examination revision. Ms. Youtz suggested creating category questions, i.e.
19 Methods of Restraint, Drug Dosage, Injection Techniques, Record-keeping, etc.

20
21 **3. 2013 Adjunct Manual changes**

22 **4.**

23 The Task Force reviewed the Adjunct Manual page by page, and recommended
24 changes to Sections 3, 4, 5, 6, and 8.

25
26 Ms. Youtz will make the changes. Final review and CETF approval will take place at
27 the next scheduled Task Force meeting.

28
29 **5. CERTIFIED EUTHANASIA AGENCY (CEA) INSPECTIONS:**

30 New or reinstated euthanasia agencies in Minidoka County and Preston:

- 31 • **Minidoka Joint Powers Animal Control** will open as soon as a Task Force
32 member is able to inspect the euthanasia agency site. They have two (2) newly-
33 trained technicians, and Ken Mort will be the Lead CET.
34 • **Preston PD Animal Control** has trained a new CET, but has not yet submitted an
35 application to the Board office to have the euthanasia agency reinstated. Heath
36 Edwards will be the Lead (and only) CET at this agency.

37
38 **6. STATUTES: 2013 LEGISLATIVE SESSION UPDATE**

39 Ms. Youtz advised the Task Force that HB 96 changed the definitions for Certified
40 Veterinary Technicians (CVTs) and CETs, and mandates that all CETs must attend a day-
41 long training session at least every three years. This Bill also adopted the 2010 revision
42 of the AVMA's *Principles of Veterinary Medical Ethics* to be incorporated by reference
43 as part of the Idaho Veterinary Practice Act (VPA).

44
45 House Bill 96 Passed both House and Senate with no opposition, and will become law as
46 of July 1, 2013. New VPAs will be printed when the 2013 Statues go into effect.

1
2 House Bill 97 proposed eliminating refunds for veterinary applicants. The Bill narrowly
3 passed in the House, but died in the Senate Agricultural Affairs Committee. Non-
4 refundable fees for CVT applications were adopted on April 4, 2013. Certified
5 Euthanasia Program application fees have never been refundable. This means that
6 veterinarians will be treated differently than the other three license types in their ability to
7 receive refunds for application fees.
8

9 **7. RULES:**

10 **A. Euthanasia Program Rule Changes 46.01.01.204 and 205 adopted during the 2013**
11 **Legislative Session**

- 12 i. Updated definition of a Certified Euthanasia Agency to include “*a humane*
13 *society or an animal shelter*”
14 ii. Needles and syringes are not to be reused
15 iii. Reordered Sections .03 (Proper Labeling), .04 (Temporary Storage), and .05
16 (Record Keeping) to make them more readable
17 iv. 46.01.01.205.02: Clarifies Rules regarding intracardiac injections and pre-
18 euthanasia sedation procedures
19 v. 46.01.01.206 **GROUND FOR DISCIPLINE – CETs and CEAs:**
20 a. Clarifies that the use or diversion of approved drugs for other than
21 legitimate chemical capture or euthanasia purposes is prohibited
22 b. Clarifies the employment of fraud, misrepresentation, or deception in
23 securing the issuance or renewal of a certificate
24 c. Specifies that any crime constituting or having as an element the abuse of
25 any drug, including alcohol
26 vi. 46.01.01.207: Changes time limits for correction of site inspection deficiencies
27 for Certified Euthanasia Agencies
28

29 **B. Discuss possible Rule changes for 2014**

30 The current Euthanasia Program rules do not require applicants to take and pass a CET
31 jurisprudence exam. The former Executive Director compiled the first CET jurisprudence
32 exam in 2010, and the Board staff has included this exam in each CET application packet for
33 the last three years. There is also nothing in Rule to indicate a standard passing score on the
34 jurisprudence exam or the CET written examination.
35

36 Mr. Gabel drafted suggested changes to IDAPA 46.01.01.205. **CERTIFIED EUTHANASIA**
37 **TECHNICIAN**. Please refer to APPENDIX A of these minutes for proposed changes.
38

39 In an attempt to get more involvement from interested stakeholders, mandated Negotiated
40 Rulemaking was recently adopted by the Idaho legislature. Mr. Gabel doesn't think the
41 process will be too onerous. BOVM doesn't have to conduct Public Hearings for negotiated
42 rulemaking if complying with a change in the statute.
43

44 **8. GENERAL BUSINESS:**

- 45 **A.** Long-time CET Laurie Dart was due to attend recertification training in 2013, but a
46 medical emergency prevented her attendance. Dr. Eklund moved to extend Laurie Dart's
47 certification period for one year, and to start Ms. Dart on a new three-year training cycle

1 beginning in 2014. Dr. Sauer seconded. Motion passed, pending approval from the
2 Board.

3
4 **B. Board staffing update**

5 Executive Director Karen Ewing is unable to return to her duties because of a serious
6 medical condition. The Board will conduct a national search for interested applicants
7 sometime later in April. Until the new Executive Director is hired and trained, Carol Youtz
8 will continue to serve as Acting Director, a position she has held since July 2012.
9

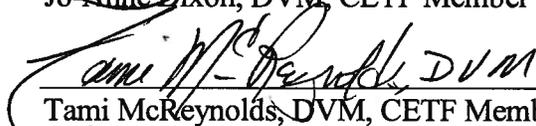
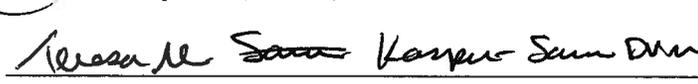
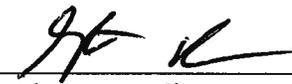
10 **C. New database software update**

11 GL Solutions is in the process of converting BOVM's database to a cloud-based application
12 called GL Suite. The Board will pay a monthly subscription fee of less than \$1000, as long
13 as current staffing levels remain at two full-time employees working in the Board office.
14

15 **D. Set date for Fall 2013 CETF meeting**

16 The Task Force determined that **Tuesday, October 8, 2013** would meet everyone's
17 schedule. This is the day after the quarterly Board meeting in Boise. The meeting will take
18 begin at 12:00 noon, and will convene at the Idaho Department of Agriculture Building,
19 Conference Room Main A.
20

21 **Adjourn:** There being no further business to discuss; Dr. Dixon moved to adjourn the meeting.
22 Dr. McReynolds seconded, and the meeting adjourned at 4:26 p.m.

23		
24		10/22/13
25	Jo Anne Dixon, DVM, CETF Member	Date
26		10-22-13
27	Tami McReynolds, DVM, CETF Member	Date
28		10-22-13
29	Teresa Kasper-Sauer, DVM, CETF Member	Date
30		10-22-13
31	Marcia Matsuura, DVM, CETF Member	Date
32		10-22-13
33	Stephen Buzzell, CET, CETF Member	Date
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35	Carol Eklund, DVM, BOVM Member	Date
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APPENDIX A

PROPOSED RULE CHANGES FOR THE 2014 LEGISLATIVE SESSION

205. CERTIFIED EUTHANASIA TECHNICIAN.

01. **Training and Examinations.** The CETF or the Board shall develop training sessions and materials that shall include, but not be limited to, the following topics: (3-30-01)

a. Euthanasia: (3-30-01)

i. The theory and history of euthanasia methods; (3-30-01)

ii. Animal anatomy; (3-30-01)

iii. Proper animal handling to ease trauma and stress; (3-30-01)

iv. Dosages of chemical agents, record keeping and documentation of usage, storage, handling, and disposal of outdated drugs and their containers, instruments and equipment used in their administration in accordance with the Idaho Board of Pharmacy law and rules and the Code of Federal Regulations; (3-30-01)

v. Proper injection techniques; and (3-30-01)

vi. Proper use and handling of approved euthanasia drugs and equipment; (3-30-01)

vii. Examination. Following the euthanasia training, a written examination shall covering the training topics will be given ~~Those passing the written examination will be eligible for the practical examination.~~

~~(3-30-01)~~()

b. Remote Chemical Capture: (3-30-01)

i. An overview of remote chemical capture; (3-30-01)

ii. Description and basic mechanism of action of approved drugs; (3-30-01)

iii. Laws, regulations and rules governing remote chemical capture; (3-30-01)

iv. Post-injection care; (3-30-01)

v. Proper use and handling of approved restraint drugs and equipment; (3-30-01)

vi. Human safety; (3-30-01)

vii. Tactics and strategy; and (3-30-01)

viii. Delivery systems and equipment. (3-30-01)

02. **Certification Standards.** Applicants for certification as a CET shall be eighteen (18) years of age or older and demonstrate proficiency in compliance with the following standards: (4-7-11)

a. Demonstrate competency in euthanasia techniques in the presence of a CETF or Board member, or a person approved by the Board: (SD1201)

i. CETs are fully responsible for all actions that take place in the euthanasia area when an animal is brought to the area including, but not limited to, animal handling, use of the proper restraint technique, the proper drug dosage, and drug handling; (3-30-01)

1
2 ii. CETs shall be able to competently perform intravenous injections on dogs and intraperitoneal
3 injections on both dogs and cats. Intravenous injections on cats shall not be required as part of the certification
4 process, but when performed, shall meet the standards listed in Subparagraph 205.02.a.ii.(1) of these rules.
5 Intracardiac injections on dogs and cats shall not be required as part of the certification process, but when
6 performed, are restricted to the limitations listed in Subparagraph 205.02.a.ii.(3) of these rules. (SD1201)
7

8 (1) Intravenous Injections: The CET shall be able to competently insert the needle into an animal's
9 vein when an animal is injected by this method. A minimum of two (2) people shall be required for any IV injection.
10 One (1) person shall be a CET and one (1) or more people shall be the handler. The handler does not need to be a
11 CET, but the handler should be trained in human safety and animal handling techniques; (SD1201)
12

13 (2) Intraperitoneal Injections: The CET shall be able to competently insert the needle into the proper
14 area of the peritoneal cavity when an animal is injected by this method. It is recommended that animals injected by
15 this method be placed into a cage or carrier with no other animals. The cage or carrier shall be covered with cloth or
16 other material that can keep the injected animal isolated from the normal activities in the euthanasia area.
17 Intraperitoneal injections may be administered by a CET without a handler. (SD1201)
18

19 (3) Intracardiac Injections: Intracardiac injection shall be performed only on an anesthetized animal.
20 CETs shall be able to competently insert the needle into the heart of an anesthetized animal, and intracardiac
21 injections may be administered by a CET without a handler. (SD1201)
22

23 iii. No other euthanasia injection procedures are permitted in any type of animal with the exception of
24 intramuscular and subcutaneous injections for pre-euthanasia sedation; (SD1201)
25

26 iv. Oral administration of approved euthanasia drugs is permitted for any animal that cannot be
27 captured or restrained without serious danger to human safety; (SD1201)
28

29 b. Demonstrate proper record keeping. A record of all approved drugs received and used by the
30 agency shall be kept. The record shall contain the following information: (3-30-01)
31

32 i. A weekly verification of the drug stock on hand, minus the amounts withdrawn for administration,
33 signed by the CET responsible for security; (SD1201)
34

35 ii. An entry of the date that a new bottle of any approved drug is opened and the volume of the bottle,
36 signed by the CET responsible for security; (SD1201)
37

38 iii. The species and approximate weight of each animal administered a drug; (3-30-01)
39

40 iv. The amount of the drug that was administered; (3-30-01)
41

42 v. The date the drug was administered; (SD1201)
43

44 vi. The signature of the CET who administered the drug; (3-30-01)
45

46 vii. A record of the amount of the drug wasted, if any, signed by the CET administering the drug and
47 the CET responsible for security; and (SD1201)
48

49 viii. A record of any disposal of expired or unwanted approved drugs, other chemical agent or the
50 containers, instruments and equipment used in their administration, signed by the CET and disposed of in
51 accordance with the Idaho Board of Pharmacy law and rules and the Code of Federal Regulations. (3-30-01)
52

53 c. Demonstrate understanding and concern for the needs and humane treatment of individual
54 animals: (4-7-11)
55

56 i. All animals shall be handled in a manner that minimizes stress to the animal and maximizes the

1 personal safety of the CET and the handler. Each animal shall be handled with the least amount of restraint
2 necessary, but human safety shall always be the primary concern. Handling includes all aspects of moving an animal
3 from one (1) area to another; (4-7-11)

4
5 ii. The use of control sticks and other similar devices shall be limited to fractious or potentially
6 dangerous animals; and (3-30-01)

7
8 iii. Animals shall not be placed in cages or kennels with other breeds or species that are incompatible
9 with the animal in question. Animals shall not be overcrowded in a cage or kennel. (7-1-93)

10
11 d. Demonstrate ability to verify death. The animal should become unconscious and show terminal
12 signs within sixty (60) minutes of drug administration. If any animal does not show any of these signs within the
13 designated time period, the CET shall re-administer the drug. An animal that has received an approved drug orally
14 may be injected with the same or another approved drug after it has become unconscious. Verification is the
15 responsibility of the CET and shall be made by physical examination of the individual animal. One (1) of the
16 following two (2) standards for death shall be met: (4-7-11)

17
18 i. Rigor mortis; or (7-1-93)

19
20 ii. Complete lack of heartbeat (as checked with a stethoscope), complete lack of respiration, and
21 complete lack of corneal and palpebral reflexes. (4-2-08)

22
23 e. Demonstrate ability to communicate with handlers during the euthanasia process. (3-18-99)

24
25 **03. Certification.**

26
27 a. An individual shall not be certified as a CET until such time as he has ~~demonstrated proficiency in~~
28 ~~the practical examination that shall be conducted following the successful passing~~ successfully passed all of the
29 following: (3-20-10)()

30
31 i. A euthanasia written exam. Training courses and written and examination; (3-20-10)()

32
33 ii. A practical or clinical examinations will be given as needed. Certification and renewal training
34 sessions and examinations will be conducted prior to July 1 of each year at a place selected by the CETF or the
35 Board; and (3-29-10)()

36
37 iii. An Idaho euthanasia jurisprudence examination. ()

38
39 b. The euthanasia written examination shall be the "written examination" referenced in Subparagraph
40 205.01.a.vii. of this rule. The practical examination shall test the individual's knowledge and skills in the hands-on
41 application of euthanasia procedures and practices in a clinical setting under the direction of a CETF member, a
42 Board member, or a designee of either the CETF or Board. The Idaho euthanasia jurisprudence examination (which
43 can either be a separate written test or combined with the euthanasia written examination) shall be an examination
44 testing the individual's understanding of Idaho laws and Board rules addressing the practice of euthanasia. Both the
45 euthanasia written examination and the euthanasia jurisprudence examination shall be developed by the Board, the
46 CETF, or a designee of either the Board or the CETF. ()

47
48 c. A passing score for the euthanasia written examination shall be eighty percent (80%), or such
49 other score as deemed appropriate by the Board or the CETF. A passing score for the euthanasia jurisprudence
50 examination shall be ninety percent (90%), or such other score as deemed appropriate by the Board or the CETF. A
51 failed euthanasia jurisprudence examination may be retaken multiple times upon making arrangements acceptable to
52 the Board. ()

53
54 d. Initial certification and certification renewal training sessions and examinations will be conducted
55 at least once per year prior to July 1, and at such other times deemed necessary by the CETF, the Board, or a
56 designee of either the CETF or the Board. Upon approval of the Board, a CETF member, or the designee of either

1 the Board or the CETF, an individual may take the euthanasia written examination, the practical examination, and
2 the euthanasia jurisprudence examination in any order. ()

3
4 **ee.** An individual who has passed the written examination, but has not attended a training session and
5 has not passed the practical examination, may serve as a probationary euthanasia technician under the direct
6 supervision of a currently certified CET until such time as the next training course, practical examination and
7 certification are conducted by a CETF ~~or~~ member, a Board member, or the designee of either the CETF or the
8 Board. (3-30-07)()

9
10 **ff.** An individual who has not passed the written examination may not serve as a euthanasia
11 technician. (4-7-11)()

12
13 **eg.** An individual who attends a training session and passes the written examination but fails the
14 practical examination may serve on probation until ~~the CETF member he has been~~ re-examined ~~the individual~~. If
15 the individual fails to pass the practical examination a second time and wishes to apply again, the individual shall
16 attend the next regular training session and written examination. (3-30-01)()

17
18 **fh.** Upon termination from an agency as defined in Section 204 of these rules, a CET's certification
19 immediately becomes invalid and the CET shall not perform animal euthanasia until employed by another certified
20 euthanasia agency, at which time the certification may be reinstated. (4-7-11)

21
22 **ei.** The agency shall notify the Board office in writing within thirty (30) days from the date the CET's
23 employment at that agency is terminated. (3-29-10)

24
25 **fi.** If a CET is employed again by a CEA prior to the expiration of his certification, the CEA
26 employer may request reinstatement of the CET's certification. If a CET has not attended a euthanasia training in the
27 three (3)-year period preceding recertification, the CET may not be recertified and will need to reapply for
28 certification, at CETF discretion. (4-7-11)

29
30 **gk.** All certifications expire on July 1 of each year. (SD1201)

31
32 **04. Certification Renewal.** (4-7-11)

33
34 **a.** Certifications may be renewed each year by payment of the annual renewal fee, provided that,
35 every third year following the date of certification, the CET will need to attend a euthanasia training and pay the
36 current training and certification fee prescribed by Section 014 of these rules. (4-7-11)

37
38 **b.** In addition to the above euthanasia training recertification requirement, CETs classified as law
39 enforcement personnel who use chemical capture must recertify in remote chemical capture every third year
40 following their original remote chemical capture certification. (4-7-11)

41
42 **05. Duties.** The duties of a CET shall include, but are not limited to: (7-1-97)

43 **a.** Preparing animals for euthanasia; (7-1-97)

44 **b.** Accurately recording the dosages for drugs that are administered and amounts for drugs wasted;
45 (3-30-01)

46 **c.** Ordering supplies; (7-1-93)

47 **d.** Maintaining the security of all controlled substances and other approved drugs; (3-30-01)

48 **e.** Directly supervising probationary CET; (7-1-97)

49 **f.** Reporting to the Board violations or suspicions of a violation of these rules or any abuse of drugs;
50 (3-30-01)

