

DEPARTMENT OF ECONOMIC DEVELOPMENT  
**STATE BOARD REPORT**

DIVISION OF PROFESSIONAL REGISTRATION  
PUBLISHED BY THE MISSOURI VETERINARY MEDICAL BOARD

Volume 3, Issue 1

October 2003

## VETERINARY ISSUES OF INTEREST

Throughout this past year, the Board has dealt with many issues relating to the practice of veterinary medicine. The second renewal period which required veterinarians to obtain ten (10) hours of continuing education and which changed the method in which veterinary technicians report their five (5) hours of continuing education is currently under way. The Board has reviewed its continuing education rule, has reviewed the continuing education reporting process. The Board is currently working to finalize the audit and will report the audit findings. This article will outline changes that have been made.

One of the first things the Board reviewed was its continuing education rule, 4 CSR 270-4.042 Minimum Standards for Continuing Education for Veterinarians. The Board has determined that it would be beneficial to its licensees to make a few changes to this rule. First, the Board added to the pre-approved list any "National, Regional, and Specialty Veterinary Organizations of the American Veterinary Medical Association (AVMA)". The Board has also changed the deadline for programs not automatically approved. They must be submitted to the Board's office not fewer than thirty (30) days prior to the date of the program instead of the previous sixty (60) days. The above changes will be in effect on September 30, 2003.

In February 2003, the Board sent all licensed veterinarians and veterinary technicians a copy of the new Continuing Education Reporting Form and a memorandum outlining how continuing education should be reported to the Missouri Veterinary Medical Board. The Continuing Education Reporting Form will assist licensees in tracking continuing education attended throughout the reporting period. The Continuing Education Reporting Form must be completed and returned to the Board with your completed renewal application and payment of the renewal fee. If you are audited, you will be asked to provide documentation to match the information you provided to the Board on this form. The Board strongly encourages and recom-

mends that you record your continuing education information accurately on this form, that the information be recorded as you obtain the continuing education hours and that licensees make certain that the continuing education has been approved by the Board prior to the course being attended. Inaccurate or incomplete information can delay the renewal of your license or be cause for discipline. Also, your license will not be renewed unless the completed continuing education reporting form is submitted with the renewal application.

In February 2003, the Board also conducted its first continuing education audit. The random audit

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## MESSAGE FROM DIVISION DIRECTOR



It is no secret that the State is in a financial crisis. Governor Holden has worked diligently to see that essential state services are funded for children and our most vulnerable citizens. The good news, however, is that the Governor's budget included a pay increase of \$600 for all state workers making \$40,000 or less. This increase became effective July 1. In addition, the Division of Professional is fortunate to be funded through professional licensing fees that are deposited into dedicated funds. The Division, therefore, does not have to rely on general revenue funds for its operation. Our budget was approved as submitted in House Bill 7.

House Bill 600, which was signed into law with an emergency clause making this legislation effective July 1, 2003, affects all licensees within the Division of Professional Registration. Effective July 1, 2003, all persons and business entities applying for or renewing a professional license with the Division of Professional Registration are required to have paid all Missouri income taxes, and also are required to have filed all necessary state income tax returns for the preceding three years. If licensees have failed to pay their taxes or have failed to file their tax returns, their licenses will be subject to immediate revocation within 90 days of being notified by the Missouri Department of Revenue of any delinquency or failure to file. This requirement was enacted in House Bill 600 of the 92nd General Assembly (2003), and was signed into law on July 1st by the Governor. My Administrative Staff and the Division's Management Information System staff are working with the Department of Revenue and the Attorney General's Office to establish the necessary procedures for implementing this bill.

Finally, my Administrative Staff along with the Division's Management Information System staff have been working toward making on-line renewal a reality. We have just awarded the credit card contract and are hoping to start pilot boards renewing on-line this fall.

Yours truly,

A handwritten signature in cursive script that reads "Marilyn Taylor Williams". The signature is written in dark ink on a light background.

Marilyn Taylor Williams  
Division Director

### Governor

The Honorable Bob Holden

### Department of Economic Development

Joseph L. Driskill, Director

### Division of Professional Registration

Marilyn Taylor Williams, Director

### MISSOURI VETERINARY MEDICAL BOARD

#### BOARD MEMBERS

Roger "Dusty" Shaw, Jr., Chair & Public Member  
Stephen Goff, DVM, Member  
Dan Brown, DVM, Member  
Linda Hickam-Fountain, DVM, Member  
Jean Stark, DVM, Member  
Taylor Woods, DVM, Ex-Officio Member

#### BOARD STAFF

Dana K. Hoelscher, Executive Director  
Amity Riner, Administrative Assistant

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## CHAIR'S REPORT

I would like to take this opportunity to update you on changes that have been made to the Board's rules and regulations. Since the Board's last newsletter several changes to the rules have been made. In December 2002, 4 CSR 270-6.011 (11) Rules of Professional Conduct was revised and provided that licensees not reveal confidential, proprietary or privileged facts or data or any other sensitive information contained in a patient's medical records or as otherwise obtained in a professional capacity without the prior consent of the client except, cases in which the veterinarian may observe animal abuse or neglect. The board recognizes that veterinarians may observe cases of animal abuse or neglect as defined by federal or state laws, or local ordinances. When these situations cannot be resolved through education, the board considers it the responsibility of the veterinarian to report such cases to the appropriate authorities. Disclosures may be necessary to protect the health and welfare of the animals and people. Veterinarians should be aware that accurate record keeping and documentation of these cases are invaluable.

The Board has also made changes to the following rules: 4 CSR 270.1.021 Fees, reduced its active renewal fee from \$100 to \$80. This change becomes effective on September 30, 2003. The Board has added the following language to 4 CSR 270-4.031 Minimum Standards for Practice Techniques, "All clients shall have the right to receive a written prescription from their veterinarian to take to the pharmacy of their choice so long as a valid veterinarian-patient-client relationship exists." 4 CSR 270-4.042 Minimum Standards for Continuing Education for Veterinarians allows programs approved by or sponsored by any national, regional and specialty veterinary organizations to be automatically approved by the board and lowers the sixty (60) day prior approval of continuing education programs to thirty (30) days. Also, changes to 4 CSR 270-4.060 Minimum Standards for Supervision corrected the name of the Unlicensed Assistant to the proper terminology of Unregistered Assistant on the Levels of Supervision Table.

The Board would also like to remind its licensees that if your facility is owned by a corporation, partnership or other business organization, you are required by Section 340.226 to make sure that your articles of incorporation, partnership agreement or business organization documents **clearly state that the licensed veterinarian is not subject to the direction of anyone not licensed to practice veterinary medicine in Missouri in making veterinary medical**

### **decisions or judgements.**

This provision of the statutes applies to any facility that is or has been owned by a corporation, partnership or other business entity since August 28, 1993.

- If your facility is incorporated you must make sure that the above statement is contained in your articles of incorporation.
- If your facility is owned by a partnership you must make sure that the above statement is contained in your partnership agreement.
- If your facility is owned by any other business organization (such as Limited Liability Company) you must make sure that the above statement is contained in your business organization documents.

You will be required to produce copies of your articles of incorporation, partnership agreement or business organization documents reflecting the content of this statement at any time you are required to file for a new facility permit. Facilities are required to file for a new permit if they have a change of ownership, change of name, change of location or a change of function. Failing to have the correct documentation could delay the issuance of the new facility permit, therefore, leaving a facility without a license to practice until such amendments can be made.

Also, all facility owners and veterinarians-in-charge of a facility should refer to 4 CSR 270-5.011 which requires that the veterinarian-in-charge must apply for a new permit and submit all applicable fees **prior to doing business** under the new ownership, name, location or function. Violations of this provision could result in disciplinary action against the veterinary license of the veterinarian-in-charge and also the permit of the facility.



*Roger "Dusty" Shaw, Jr.,  
Board Chairman and Public Member*

## LICENSURE REQUIREMENTS

The Missouri Veterinary Medical Board would like to remind its licensees that it is the licensees responsibility to make certain that all veterinarians employed by them have a current, active veterinary license or hold a provisional license prior to the individual practicing veterinary medicine in Missouri.

If a veterinarian employs a new graduate or an out of state veterinarian, the veterinarian-in-charge must ensure that prior to an individual practicing in the State of Missouri that the individual holds an active license or provisional license in Missouri. An applicant who must complete a 2 month, 320 hour internship prior to permanent licensure must complete the internship under the supervision of a licensed veterinarian and must hold a provisional license to do so. Simply submitting the application for permanent or provisional licensure does not give the individual the authority to practice. The license must be issued by this office prior to engaging in the practice of veterinary medicine.

Disciplinary action can be taken against a veterinarian who allows the unlicensed practice of veterinary medicine. If you have any questions regarding licensure requirements or to verify if a veterinarian is licensed in the State of Missouri, please contact our office.

## NEW ADMINISTRATIVE ASSISTANT

The Board would like to welcome our new Administrative Assistant, Amity Riner. Ms. Riner joined our office on March 10, 2003. Ms. Riner will assist Dana Hoelscher, the Executive Director, and the Board in the day-to-day operations of the office, including the regulation and issuance of veterinary facility permits, preparing for board meetings, agendas, minutes, etc.

The Board looks forward to working with Ms. Riner as the newest addition to our office.

## VETERINARY ISSUES OF INTEREST (Continued)

*Continued from Page 1*

included 10% of the total number of licensed veterinarians (218), 10% of the total number of veterinary technicians (38) and all board members. Licensees were notified by mail that they had been randomly selected for the continuing education audit and were requested to provide documentation that verified compliance with the continuing education requirements, which included a copy of the continuing education certificate.

It is important to note that several veterinarians attended continuing education courses not approved by the Board or by the organizations listed as pre-approved. The hours submitted could not be used to satisfy the continuing education requirements. However, these veterinarians did submit enough approved hours to meet the continuing education requirements. Please make certain that the continuing education courses attended have been approved by the Board. Continuing education programs attended that have not been previously approved by the Board will not be accepted.

There are no provisions that would allow a licensee to renew his/her license if the continuing education requirements are not met. According to 4 CSR 270-4.042 (5) violations of any provisions of this rule shall be grounds for discipline. Examples of violations of this rule would be 1) falsification of the renewal by stating continuing education was received, when audited the Board finds out continuing education was not received; 2) when audited by the Board, provides continuing education that was not an approved program; 3) not earning the continuing education hours by the required deadline, and 4) in the course of the audit, not providing the board with the continuing education certificates and/or documentations requested, etc.

The information contained in this article is important for licensees to understand and to make certain that they are in compliance with.

## **New Veterinarian Licensees**

**July 1, 2002 to June 30, 2003**

Walter Akers	Jill Holt	J Margret Rogers
Jaime Arnsmeyer	Monica Holt	Anna Schwabenton
Billi Arthur	Angela Johanson	Nicole Scotty
Michael Balke	Elizabeth Jones	David Senter
Kennerly Bast	Sharon Keairnes	Matthew Shivelbine
David Baumert	Gia Klauss	Susan Shivelbine
Laura Boeren	Debra Knarr	Janet Simpson
Stacie Boes	Laura Koenigsdorf	Jeffrey Smith
Neala Boyer	Brendan Kraus	Alan Spier
Jason Brumitt	Jeffrey Lake	Susan Steiner
Jeffrey Bryan	Helen Landrey	Lisa Stephens
Walter Burrell	Reed Leiting	Andrea Strecker
Bryan Buttress	Stephanie Lewis	Jason Syrcle
Sean Byrd	Nicholas Lindsay	Debra Szpicek
Kerri Carter	Thorin Lindstrom	Jared Taylor
Deborah Cays-Weltig	Stacey Lubin	Annah Terry
Joseph Connor	Katia Marioni	Sarah Thomas
Susan Crowder	Helen Marshall	Justin Thomason
Danielle Davidson	Elizabeth McCulloh	Sasha Thomason
Jody Davis	Suzanne McGuire	James Thorpe
Kelly Deewall	Connie Medling	Juliene Throop
David Deters	Caryn Meyer	Julio Toro-Burguete
Kurt Detweiler	Stacey Meyer	Taryn Trolinger
Treena DeVault	Susan Mikkelson	Colleen Ulbricht
Valeri Devaney	Jason Miller	Robert Ulbricht
Daniel Domer	Jaqueline Mormont	Allen Weltig
Paul Dorr	Angela Moore	Suzanne Whitaker
Christopher Downs	Colleen Mulloy Retz	Mia Winters
Michael Drake	Stephen Nash	Cynthia Wiseman
Jennifer Dubbert	Jason Nickell	Heath Wiseman
Elaine Dziuban	Juri Ota	Efrat Yagil-Kelmer
Mark Eisenhart	Patricia Pence	Katheryn Ziegerer
Lisa Ellsberry	Jonathan Perlis	Jody Zimmermann
Brian Frank	Priscilla Pettit	
Rebecca Galmiche	Stephanie Pierce	
Kelli Grimm	Lori Piland	
Wesley Gunter	Mark Piland	
Monica Hambalko	Shannon Reed	
Marcy Hammerle	James Reinbold	
Sally Hayse	Daniel Renfro	
Jeaneyl Hazlett	Kristyn Richardson	
Bradley Hill	Julie Robb	

## STATE BOARD REPORT

### **New Veterinarian Technician Licensees**

**July 1, 2002 to June 30, 2003**

Melissa Allen	Tammy Herbert	Hazel Rauls
Andrea Athearn	Elizabeth Himes	Bobbi Ray
Kim Augustin	Amanda Hollon	Kelly Sappington
Jeanna Blasingame	Rebecca Ingram	Susan Schnapp
Lori Bollinger	Shannon Jones	Michele Schubarth
Jennifer Burpo	Robyn Keiter	Becky Skehan
Linda Crawford	Melody Kosmatka	Deborah Skubal
Madonna Crawford	Erin Kruse	Erin Sneed
Shelly Derks	Andrea Loewen	Katie Stroth
Beth Erdman	Rhonda Lofton	Katie Vonder Haar
Kirsten Findlay	Andrea Marshall	Danielle Walker
Rachel Fink	Christine Maupin	Angela Weber
Elizabeth Gardiner	Andrea McElroy	Lauren Wilke
Wendy Hanson	Randee Noud	

### **Year End Report**

The 2003 fiscal year ended June 30, 2003. Following is the end of the year report on Board activities as they relate to the veterinary medical profession in the State of Missouri.

#### **Veterinarians**

Total number of Licensees - 2,709  
New Licenses Issued - 116  
Licenses Renewed  
    Active - 2,151  
    Inactive - 454  
Licenses Non-renewed - 114

#### **Veterinary Technicians**

Total number of Licensees - 577  
New Licenses Issued - 41  
Licenses Renewed  
    Active - 348  
    Inactive - 189  
Licenses Non-renewed - 22

#### **Veterinary Facilities**

Total number of Licensees - 769  
Original Permits Issued - 74  
Facilities Closed - 53

#### **Veterinary Complaints**

Official Complaints Received - 59  
Investigations Conducted  
    From Prior Year - 1  
    Initiated - 15  
    Completed - 16

#### **Cases at Attorney General's Office**

From Prior Year - 11  
Referred to AG's office - 14  
Stipulation Agreements Signed - 8

## STATE BOARD REPORT

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### DISCIPLINARY ACTIONS

All complaints received by the Board are assigned a complaint number. A complaint may be based upon personal knowledge or beliefs based on information received from other sources. The complaints must be made in writing. Verbal or telephone communications are not acceptable, but you may request a complaint form by telephone, fill it out and mail it back to the Board. In general, the complaint is considered to be a closed record and is not accessible to the public. Any complaint that is received by the Board is acknowledged in writing. The complainant will be notified of the final outcome. Any disciplinary action taken by the Board is a matter of public record. If you have any questions, please contact the Board's office.

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### DISCIPLINES

#### July 2002 - June 2003

**VIOLATION** - *Section 340.264.2(7) and (24), RSMo*

As the veterinarian-in-charge, the Licensee is responsible for completing a self-inspection report in accordance with 4 CSR 270-5.031. Licensee submitted the self-inspection report for the Hospital to the Board, wherein it was indicated that the Hospital was in compliance with the minimum standards for veterinary hospitals and clinics. The Board's investigator met with Licensee and conducted an inspection of the Hospital facility. The inspection indicated the following violations of 4 CSR 270-4.011(1) and (2): a) Hospital facility was dirty, disorganized, and unkempt; b) Surgical packs not properly sterilized; c) A lack of emergency lighting in surgical room; d) Dirty and unsanitary instruments; and e) Proper storage controls were not available for all medications.

**BOARD ACTION** - Licensee's license as a doctor of veterinary medicine was placed on probation for one year.

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**VIOLATION** - *Section 340.264.2(7), (18), and (24), RSMo*

As the veterinarian-in-charge, the Licensee is responsible for completing a self-inspection report in accordance with 4 CSR 270-5.031. Licensee submitted the self-inspection report for the Hospital to the Board, wherein it was indicated that the Hospital was in compliance with the minimum standards for veterinary hospitals and clinics. The Board's investigator met with Licensee and conducted an inspection of the Hospital facility. The inspection indicated the following violations of 4 CSR 270-4.011(1) and (2): a) Hospital facility was dirty, disorganized, and unkempt; b) Surgical packs not properly sterilized; c) A lack of emergency lighting in surgical room; d) Dirty and unsanitary instruments; and e) Proper storage controls were not available for all medications.

**BOARD ACTION** - The hospital's permit as a veterinary facility was suspended for thirty (30) days, followed by one year probation.

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**VIOLATION** - *Section 340.264.2(7), (18), and (24), RSMo*

As the veterinarian-in-charge, the Licensee is responsible for completing a self-inspection report in accordance with 4 CSR 270-5.031. Licensee submitted the self-inspection report for the Clinic to the Board, wherein it was indicated that the Clinic was in compliance with the minimum standards for veterinary hospitals and clinics. The Board's investigator met with Licensee and conducted an inspection of the clinic facility. The inspection indicated the following violations of 4 CSR 270-4.011(1) and (2): a) Clinic facility was dirty, disorganized, and unkempt; b) Clinic grounds were dirty and unkempt; c) Clinic facility lacked adequate lighting; d) No adequate ventilation; e) No adequate fire precautions; f) No method for equipment sanitation or sterilization; g) No adequate diagnostic radiological services; h) No laboratory or pharmaceutical facilities; i) No oxygen equipment was available; j) No surgical packs were available; k) The examination room was not equipped with disposable towels; l) No adequate library on site; m) Waste receptacles were dirty; and n) Proper storage and environmental controls were not available for all medications. Also, Licensee did not maintain any medical records that complied with the minimum standards as set forth in 4 CSR 270-4.041.

**BOARD ACTION** - Licensee's license as a doctor of veterinary medicine was suspended for six (6) months, followed by two (2) years probation. The period of suspension could terminate prior to the expiration of six months if it is determined that, pursuant to an inspection of Licensee's veterinary facility, there are no violations of Chapters 340 or 195, RSMO.

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## STATE BOARD REPORT

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*Continued from Page 7*

**VIOLATION** - Section 340.264.2(7), (18), and (24), RSMo

As the veterinarian-in-charge, the Licensee is responsible for completing a self-inspection report in accordance with 4 CSR 270-5.031. Licensee submitted the self-inspection report for the Clinic to the Board, wherein it was indicated that the Clinic was in compliance with the minimum standards for veterinary hospitals and clinics. The Board's investigator met with Licensee and conducted an inspection of the clinic facility. The inspection indicated the following violations of 4 CSR 270-4.011(1) and (2): a) Clinic facility was dirty, disorganized, and unkempt; b) Clinic grounds were dirty and unkempt; c) Clinic facility lacked adequate lighting; d) No adequate ventilation; e) No adequate fire precautions; f) No method for equipment sanitation or sterilization; g) No adequate diagnostic radiological services; h) No laboratory or pharmaceutical facilities; i) No oxygen equipment was available; j) No surgical packs were available; k) The examination room was not equipped with disposable towels; l) No adequate library on site; m) Waste receptacles were dirty; and n) Proper storage and environmental controls were not available for all medications. Also, Licensee did not maintain any medical records that complied with the minimum standards as set forth in 4 CSR 270-4.041.

**BOARD ACTION** - The Clinic's permit as a veterinary facility was suspended for six (6) months, followed by two (2) years probation. The period of suspension could terminate prior to the expiration of six months if it is determined that, pursuant to an inspection of Licensee's veterinary clinic, there are no violations of Chapters 340 or 195, RSMO.

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**VIOLATION** - Section 340.264.1 and 2(7), (18) and (24), RSMo

At the time of the events alleged herein, Licensee submitted a self-inspection report requesting that the Clinic be registered only as a large animal mobile clinic. Previously, Licensee submitted the self-inspection report for the Clinic to the Board, wherein it was indicated that the Clinic was in compliance with the minimum standards for veterinary hospitals and clinics. The Board's investigator met with Licensee and conducted an inspection of the clinic facility. The inspection indicated the following violations of 4 CSR 270-4.011(1) and (2): a) Clinic facility was dirty, disorganized, and unkempt; b) Clinic grounds were dirty and unkempt; c) Clinic facility lacked adequate lighting; d) No adequate ventilation; e) No adequate fire precautions; f) No method for equipment sanitation or sterilization; g) No adequate diagnostic radiological services; h) No laboratory or pharmaceutical facilities; i) No oxygen equipment was available; j) No surgical packs were available; k) The examination room was not equipped with disposable towels; l) No adequate library on site; m) Waste receptacles were dirty; and n) Proper storage and environmental controls were not available for all medications. Also, Licensee did not maintain any medical records that complied with the minimum standards as set forth in 4 CSR 270-4.041. As a result of the conduct the permit was suspended for six months to be followed by two years probation.

**BOARD ACTION** - In lieu of denial of Licensee's request for a large animal mobile permit only, the Board issued Licensee a Probated License. The Clinic's permit as a veterinary facility was placed on probation for two (2) years.

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**VIOLATION** - Section 340.264.2(6), (7), and (24), RSMo

At the time of the events alleged herein, Licensee treated a client's dog for seizures. Licensee administered Xylazine in order to control the seizures. Xylazine is not indicated for the treatment of seizures. Licensee suspected that the animal had been poisoned, so Atropine SQ was administered. No other Atropine was administered during the course of the treatment. Licensee failed to administer Atropine in a sufficient quantity to treat possible poisoning. Licensee failed to administer Valium in sufficient volume and frequency to affect a change in the seizure status. Licensee also failed to administer a sufficient quantity of IV fluids during the course of treatment. Licensee's medical records do not comply with the minimum standards, they do not include weight or all medications administered during the course of treatment. Licensee failed to obtain the client's signed consent prior to administering anesthesia.

**BOARD ACTION** - Licensee's license as a doctor of veterinary medicine was placed on probation for two (2) years or until Licensee completes 10 hours of continuing education on seizure management and 5 hours of continuing education on medical records, whichever occurs first.

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## STATE BOARD REPORT

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*Continued from Page 8*

**VIOLATION** - *Section 340.264.1 and 2(7) and (24), RSMo*

At the time of the events alleged herein, Licensee began working at a clinic on or about May 2002. Licensee was not licensed in Missouri to practice veterinary medicine. From approximately May 2002 until October 2002, while under the supervision of a veterinarian, Licensee performed dental examinations, spays, neuters, declaws, assisted in performing c-sections, fracture repairs and other surgical procedures; in addition, Licensee saw clients and diagnosed and treated cases, including disease of the skin, eyes, ears, mouth, GI system, reproductive system, respiratory system, cardiovascular system, endocrine system, musculoskeletal system and nervous system. At some time during May 2002 and October 2002, Licensee performed some or all of the examinations and treatments listed on at least fifty occasions without supervision or another licensed veterinarian in the examination room or reviewing Licensee's work at the time of treatment.

**BOARD ACTION** - In lieu of denial of Licensee's request for a license to practice as a doctor of veterinary medicine in Missouri, the Board issued Licensee a Probated License. Licensee's license as a doctor of veterinary medicine was placed on probation for one year.

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**VIOLATION** - *Section 340.264.1 and 2 (7) and (24), RSMo*

At the time of the events alleged herein, Licensee began working at a clinic in June 2002. Licensee was not licensed in Missouri to practice veterinary medicine. From approximately June 2002 until January 2003, while under the supervision of a veterinarian, Licensee performed spays, neuters, declaws, suture lacerations and other surgical procedures; in addition, examined patients and diagnosed and treated cases. Beginning in August 2002 until approximately January 2003, Licensee responded to emergency calls at the Clinic and performed some or all of the examinations and treatments listed above on every fifth weekend without supervision or another licensed veterinarian on the premises in the examination room or reviewing her work at the time of treatment.

**BOARD ACTION** - In lieu of denial of Licensee's request for a license to practice as a doctor of veterinary medicine in Missouri, the Board issued Licensee a Probated License. Licensee's license as a doctor of veterinary medicine was placed on probation for one year.

### **REPORTING A CHANGE OF ADDRESS**

There seems to be a recurring problem with licensees not notifying the Board office of changes in their mailing address. According to the Board's rule, 4 CSR 270-1.040, a licensee whose address has changed from that printed on the certificate must inform the Board of those changes by sending a letter to the Board office within 30 days of the effective date of the change.

By not keeping your mailing address current you will not receive mailings with important licensure information, which includes your license renewal.

You may notify the office of any address change by faxing written notification to (573) 526-3856 or by mailing written notification to P.O. Box 633, Jefferson City, MO 65102.

**STATE BOARD REPORT**

Missouri Veterinary Medical Board  
3605 Missouri Boulevard  
P.O. Box 633  
Jefferson City, MO 65102

PRSTD STD  
U.S. POSTAGE  
**PAID**  
Permit 237  
Jefferson City, MO

## **CALENDAR OF EVENTS**

### **NOVEMBER**

November 17 through December 13, 2003 -  
Testing Window for the Administration of the North American  
Veterinary Licensing Examination (NAVLE)

### **JANUARY**

January 2004 - Board Meeting and State Board Examination  
At the Tan-Tar-A Resort, Osage Beach, Missouri  
January 16-18 - MVMA Annual Convention  
At the Tan-Tar-A Resort, Osage Beach, Missouri

### **APRIL**

April 5-17, 2004 - Testing Window for the Administration of the North American Veterinary Licensing  
Examination (NAVLE)