**Section 1248.40 Requirements of a Euthanasia Agency**

a) Euthanasia may only be performed in a certified agency by a certified euthanasia technician, a licensed veterinarian or an instructor during an approved course in humane euthanasia.

b) The agency shall designate a person who is responsible for ordering the euthanasia drugs and who is responsible for the security of the agency's euthanasia drugs. A certified technician may only perform euthanasia in a certified euthanasia agency or under the supervision of a licensed veterinarian. The technician may not personally possess, order or administer a controlled substance except as an agent of the euthanasia agency.

c) The euthanasia agency shall notify the Department in writing within 30 days after a termination of a euthanasia technician from the agency.

d) The euthanasia agency shall notify the Department when the location of a facility is changing.

e) The agency shall comply with the requirements of the Illinois Food, Drug and Cosmetic Act [410 ILCS 620], Federal Food, Drug and Cosmetic Act (21 USC 301 et seq.), federal Controlled Substances Act (21 USC 801 et seq.) and the Illinois Controlled Substances Act [720 ILCS 570].

f) The agency shall comply with the following requirements for the handling and storage of drugs:

1) Euthanasia drugs shall be kept in a securely locked cabinet or safe.

A) Each agency shall maintain a written current list of designated certified euthanasia technicians.

B) Access to the drug storage cabinet or safe shall be limited to licensed veterinarians and certified euthanasia technicians. These persons shall be responsible for the security of the euthanasia drugs and shall allow withdrawal of the euthanasia drugs only to a person certified by the Department.

C) Needles shall be of medical quality and shall not be reused.

D) Syringes shall be of medical quality. They may be reused if they are properly cleaned.

E) Used needles and syringes shall be disposed of in a manner that makes their reuse impossible.

2) Proper Storage. When no certified euthanasia technician is on duty, proper storage for euthanasia drugs is in a secure locked storage cabinet or metal safe.

A) The cabinet shall be of such material and construction that it will withstand strong attempts to break into it.

B) The cabinet shall be securely attached to the building in which it is housed.

C) The temperature and environment in the storage cabinet or metal safe shall be adequate to assure the proper keeping of the drug.

3) Proper Labeling and Reporting

A) Shipment records showing receipt of the euthanasia drugs shall be maintained and include information required by federal law. Upon removal from the shipment carton, each individual container of a euthanasia drug shall be labeled with the drug name and strength, the date the drug was prepared, a drug hazard warning label and the name and address of the agency owning the drug.

B) Administration records showing the date a euthanasia drug was administered, weight, species of animal and dosage administered for euthanasia, identification of the person who administers the euthanasia drug and identification of the veterinarian or certified euthanasia technician who supervised the dosage administered shall be maintained.

C) The certified euthanasia agency will submit to the Department the number of dogs, cats, puppies and kittens and other species euthanized each calendar year by January 31 of the next year. For the purposes of this Section, puppies are dogs younger than 4 months of age, kittens are cats younger than 4 months of age, dogs are canines 4 months of age or older and cats are felines 4 months of age or older. The report shall also include the total amount of drugs used for the year and the amount of drugs wasted. This record shall be kept by the Department.

D) Records of wastage shall be maintained and signed by the person administering the euthanasia drug and the person responsible for security.

E) A monthly record of verification of the stock on hand, minus the amounts withdrawn for administration, signed by the person responsible for security.

F) Disposal records of any expired or unwanted euthanasia drugs shall be maintained.

4) Temporary Storage. When a certified euthanasia technician is on duty and when animals are being euthanized throughout the workday, euthanasia drugs may be kept in a temporary storage cabinet. The cabinet shall be constructed of any strong material and shall be securely locked. The key to this cabinet shall be available only to a veterinarian or certified euthanasia technician.

5) Proper Sanitation. The area shall be clean and regularly disinfected.

6) Other site conditions relevant to the proper euthanasia environment.

A) Each agency shall have a specific area designated for euthanasia. The area shall be:

i) A separate room; or

ii) An area that is physically separated from the rest of the agency by a wall, barrier, or other divider; or

iii) An area that is not used for any other purpose while animals are being euthanized.

B) The euthanasia area shall meet the following minimum standards:

i) Lighting shall be bright and even;

ii) The air temperature shall be within a reasonable comfort range for both the personnel and the animals;

iii) The area shall have adequate ventilation that prevents the accumulation of odors.

C) The euthanasia area shall have the following equipment:

i) A table or other work area where animals can be handled while being euthanized;

ii) A cabinet, table or workbench where the drugs, needles, syringes and clippers can be placed.

D) The following materials shall be kept in the euthanasia area or shall be brought to the area each time an animal is euthanized:

i) A first aid kit that meets minimum first aid supply standards;

ii) One or more tourniquets;

iii) Standard electric clippers;

iv) Animal control stick for dogs and animal net for cats. The use of control sticks, squeeze gates, nets and squeeze cages or other restraint devices shall be limited to fractious, feral, vicious or dangerous animals. Control sticks shall never be used on cats, except in such extreme cases where no other sedation methods can be used;

v) Stethoscope;

vi) Towels, sponges, disinfectant;

vii) Eyewash station.

g) All equipment shall be in good working order. Failure to comply with the requirements set forth in this Section may be grounds for discipline in accordance with Sections 65, 90, and 165 of the Humane Euthanasia in Animal Shelters Act.