

Application for Statutory Register of Veterinary Practice Premises

To register your premises please complete all relevant sections of this form and return it with your registration fee of £34.00. Please note the registration year for premises runs from 1 April to 31 March each year, your fee will now cover you until the 31 March.

Please note we cannot accept handwritten forms. Apologies for any inconvenience.

1.	Premises Information					
	Premises name*					
	Premises address Line 1					
	Premises address Line 2					
	Village/ Suburb (if applicable)		<i>This is to assist with our location services</i>			
	City/ Town					
	County					
	Postcode					
	Premises contact number					
	Premises email address					
	Name of contact person:					
	Position of contact person:					
2.	Additional Premises Information					
	What type of premises is this? (please ✓ one choice)	Veterinary practice premises (open to the public for veterinary services or referrals)		Research/ Medicine premises		
		Animal charity (including re-homing centres)		Residential premises		
		Animal/ Wildlife/ Conservations Parks		Kennels and Catteries		
		Public health/ Food hygiene/ Military		Veterinary services		
		Greyhound stadium		Racehorse track		
		Client stables		Veterinary practice premises (office facility only)		
3.	Date premises will be opening		_____ / _____ / 20_____			
4.	Are these premises part of a practice group?		Yes		No	
	<p>If yes, please provide the name and address of your principal practice premises and list any branches:</p> <p>Date Acquired (if applicable):</p> <p><i>Please note your annual invoice for the Register of Veterinary Practice Premises will be sent to the Head Office of your practice group.</i></p>					

If you are applying to join the Practice Standards Scheme, or you are part of a group that is in the Practice Standards Scheme, please complete question 5- 8

For all other applicants, please move straight to question 9

5.	Species Type																				
	Small Animal Equine Farm Animal Other (please specify)	Please indicate which species type for each practice premises site (use an addition sheet of paper if needed):																			
6.	Accreditation level																				
	What accreditation level do wish to obtain? You will be assessed for the accreditation level you require but you will be accredited to the level you achieve. [Rule 2]	<table border="1"> <tr> <td data-bbox="422 772 662 840">Core Standards</td> <td data-bbox="662 772 1380 952"> These standards are relevant to all veterinary practices and reflect mainly legal requirements which must be met in running a veterinary practice, together with guidance as set out in the RCVS Code for Professional Conduct. </td> <td data-bbox="1380 772 1492 952"></td> </tr> <tr> <td data-bbox="422 952 662 1019">General Practice</td> <td data-bbox="662 952 1380 1142"> Reflects the requirements of primary care which aims to facilitate the achievement of high standards and encompasses many facilities required for veterinary nurse Training Practice (TP). </td> <td data-bbox="1380 952 1492 1142"></td> </tr> <tr> <td data-bbox="422 1142 662 1209">Equine Ambulatory GP</td> <td data-bbox="662 1142 1380 1288"> This recognises there are equine practices that provide a GP level service but do not have stabling facilities or premises where they are treated. </td> <td data-bbox="1380 1142 1492 1288"></td> </tr> <tr> <td data-bbox="422 1288 662 1355">Veterinary Hospital</td> <td data-bbox="662 1288 1380 1433"> Reflects the requirement above GP with additional facilities and protocols for the investigations and treatment of more complex cases. </td> <td data-bbox="1380 1288 1492 1433"></td> </tr> <tr> <td data-bbox="422 1433 662 1624">Emergency Services Clinic Small Animal</td> <td data-bbox="662 1433 1380 1624"> These reflect the requirements of a designated out of hours provider. A Small Animal Emergency Service Clinic must fulfil the requirements for a Small Animal General Practice as well as additional ESC standards. </td> <td data-bbox="1380 1433 1492 1624"></td> </tr> <tr> <td data-bbox="422 1624 662 1803">Emergency Services Clinic Equine</td> <td data-bbox="662 1624 1380 1803"> These reflect the requirements of a designated out of hours provider. An Equine Emergency Service Clinic must fulfil the applicable requirements at Equine Core Standards level, as well as additional ESC standards. </td> <td data-bbox="1380 1624 1492 1803"></td> </tr> </table>	Core Standards	These standards are relevant to all veterinary practices and reflect mainly legal requirements which must be met in running a veterinary practice, together with guidance as set out in the RCVS Code for Professional Conduct.		General Practice	Reflects the requirements of primary care which aims to facilitate the achievement of high standards and encompasses many facilities required for veterinary nurse Training Practice (TP).		Equine Ambulatory GP	This recognises there are equine practices that provide a GP level service but do not have stabling facilities or premises where they are treated.		Veterinary Hospital	Reflects the requirement above GP with additional facilities and protocols for the investigations and treatment of more complex cases.		Emergency Services Clinic Small Animal	These reflect the requirements of a designated out of hours provider. A Small Animal Emergency Service Clinic must fulfil the requirements for a Small Animal General Practice as well as additional ESC standards.		Emergency Services Clinic Equine	These reflect the requirements of a designated out of hours provider. An Equine Emergency Service Clinic must fulfil the applicable requirements at Equine Core Standards level, as well as additional ESC standards.		
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7.	PSS Awards																																																					
	<p>Awards can be obtained in more than more category.</p> <p>Practice premises must achieve accreditation in their routine assessment before opting for an award.</p>		<p>To find out more about the Awards, please click here: https://www.rcvs.org.uk/setting-standards/practice-standards-scheme/which-accreditation-is-right-for-your-practice-and-how-to-apply/how-do-i-apply-for-pss-awards/</p>				<p>Please indicate which species type for each practice premises site (use an addition sheet of paper if needed):</p>																																															
8.	<p>Name of PSS contact person *Person who will be responsible for day-to-day PSS related responsibilities</p> <p>PSS Contacts email address: Must be work email address</p> <p>Name of Person(s) accountable for Compliance with PSS [Rule 16] Person in charge of the practice/practice group</p> <p>Role of Accountable person(s) e.g., clinical director, practice manager</p>																																																					
9.	<p>As a veterinary practice premises open to the public you will automatically be listed on the RCVS Find a Vet website (FAV) and the information below will be used by the public to contact you. To view the FAV website please visit findavet@rcvs.org.uk</p> <p>If you <u>do not</u> agree to your practice being listed on the FAV website please ✓ tick the box <input type="checkbox"/> and move straight to question 13.</p> <table border="1"> <tr> <td rowspan="3">How would you best describe your practice? (please ✓ one)</td> <td>Mix of small and farm animals and equine</td> <td></td> <td>Small animal</td> <td></td> </tr> <tr> <td>Equine</td> <td></td> <td>Farm animal</td> <td></td> </tr> <tr> <td>Aquatic animals</td> <td></td> <td>Exotic/ Wild Animals</td> <td></td> </tr> </table> <table border="1"> <tr> <td rowspan="5">Please tick all species of animals treated at this practice (please ✓)</td> <td>Birds</td> <td></td> <td>Equine</td> <td></td> <td>Poultry</td> <td></td> </tr> <tr> <td>Cats</td> <td></td> <td>Pigs</td> <td></td> <td>Camelids</td> <td></td> </tr> <tr> <td>Dogs</td> <td></td> <td>Cattle</td> <td></td> <td>Aquatic</td> <td></td> </tr> <tr> <td>Small mammals</td> <td></td> <td>Sheep/ Goats</td> <td></td> <td>Exotic / Wild</td> <td></td> </tr> <tr> <td>Deer</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>										How would you best describe your practice? (please ✓ one)	Mix of small and farm animals and equine		Small animal		Equine		Farm animal		Aquatic animals		Exotic/ Wild Animals		Please tick all species of animals treated at this practice (please ✓)	Birds		Equine		Poultry		Cats		Pigs		Camelids		Dogs		Cattle		Aquatic		Small mammals		Sheep/ Goats		Exotic / Wild		Deer					
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10.	Practice contact number for the FAV website																																																					
11.	Practice email address for the FAV website																																																					
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13.	<p>Third party use of data</p> <p>Premises data is occasionally supplied to third parties for non-statutory purposes (for example charitable use)</p> <p>If you do not agree to this please tick the box <input type="checkbox"/></p> <p>Premises data is shared with the Veterinary Medicines Directorate (VMD). If you have any questions or concerns about this then please telephone the RCVS on 020 7202 0707.</p>																																																					

I declare that the information given above is, to the best of my knowledge, correct:

Name of Responsible Person: _____

RCVS Register Number of Responsible Person (if registered): _____

Position of Responsible Person: _____

Signature of Responsible Person: _____

Date: ____ / ____ / ____

Please select your payment method

- ☐ I would like to pay £34.00 via bank transfer. (If you would like to pay by Bank transfer please make the Registration Department aware when you submit your application form and we will provide you with a reference number in order that you can then pay.)

Contact Details

Please return your completed form by email to registration@rcvs.org.uk

(Please note we can accept photographs of the form if you do not have access to a scanner).

Please note your fee will cover you until the 31 March, which is the end of the annual registration year. The registration year runs from the 1 April to 31 March each year. Whilst your premises remains on the Register of Veterinary Practice Premises you will automatically be invited to re-register your premises which you do by paying your premises fee by the 1 April each year.

The Veterinary Medicines Directorate (VMD) is responsible for ensuring compliance with the Veterinary Medicines Regulations (VMR), including the registration and inspection of veterinary practice premises. The frequency of Inspections is determined using a risk-based approach. All registered premises will be inspected, with the most compliant inspected every 4 years. However, less compliant premises may be inspected more frequently. The statutory fee for a VMD inspection of a vet practice premise is £350. If a practice is in the Practice Standards Scheme (PSS) then a Practice Standards Inspector will be responsible for ensuring that the practice is compliant with the VMR during the PSS inspection.