Statement – This Guideline outlines the process for handling dead on arrival cases, “DOA”, that arrive at the OVC Health Sciences Centre, “OVC HSC”, during regular business hours or during the after-hours period.

1. Guideline Applicability
   i. This Guideline applies to client owned animals that are admitted by the OVC HSC.
   
   ii. This Guideline does not apply to client owned animals donated to Pathobiology or Clinical Studies for educational purposes.  
       Note: Owners, general public, wishing to donate their animal for educational use by OVC must contact the Department of Clinical Studies or Pathobiology, directly.

2. Scenarios
   i. Not an OVC HSC Client/Patient (includes animals brought in by good Samaritans)
      a. The OVC HSC does not have a relationship with the owner, agent or animal.
      b. The animal was not referred.
      c. The animal died en route or was pronounced dead at the OVC HSC.
      d. Disposal offered as a goodwill gesture with post mortem available, via the Animal Health Laboratory “AHL”, if the owner/agent wants to pay for it.

   ii. OVC HSC Client/Patient or New Referral Client/Patient
      a. The animal is an existing patient of the OVC HSC and died en route or upon arrival at the OVC HSC.
      b. The animal, not currently registered with OVC HSC as a patient, was referred to OVC HSC by their veterinarian but died en route or was pronounced dead at the OVC HSC.
      c. Disposal, cremation and/or post mortem available as per the client’s wishes.
### 3. Process

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Not an OVC HSC Client/Patient (animal was not expected)</th>
<th>OVC HSC Client/Patient (existing client/patient or new patient referral)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admit via StringSoft</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>o Use PM admit type</td>
<td></td>
</tr>
<tr>
<td>Patient Case Number</td>
<td>Not applicable</td>
<td>o Use patient’s existing case number or admit as a new patient if animal has never been to the OVC HSC</td>
</tr>
<tr>
<td>Medical Record</td>
<td>Not applicable</td>
<td>o Create note within SOAPS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>o State animal is DOA and record history if known</td>
</tr>
<tr>
<td></td>
<td></td>
<td>o Discharge Summary not required</td>
</tr>
<tr>
<td></td>
<td></td>
<td>o Client to complete the Patient Registration form</td>
</tr>
<tr>
<td>Handling Body</td>
<td>o Label body with owner’s name, owner’s contact information and animal’s name. Note “DOA” on the body tag.</td>
<td>o Label body with client’s name, client’s contact information and animal’s name.</td>
</tr>
<tr>
<td></td>
<td>o Complete the AHL Post Mortem Submission Form.</td>
<td>o Complete the AHL Post Mortem Submission Form.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>During Regular Hours:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>o Direct owner to AHL specimen reception to complete forms and pay deposit.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>o Animal Care Attendant/Agricultural Assistant to transport body to AHL.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>During After Hours:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>o Animal Care Attendant/Agricultural Assistant to transport body and AHL submission form to AHL and place body into the AHL’s incoming morgue.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Post Mortem requested</td>
<td>o The AHL will contact the owner to discuss the post mortem request and make arrangements as applicable.</td>
<td>o Use Lab Orders section in StringSoft to order PM (Necropsy)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charges</td>
<td>o No charges from OVC HSC.</td>
<td>o Office visit charge not applicable.</td>
</tr>
<tr>
<td></td>
<td>o The AHL will have charges.</td>
<td>o When ordering PM via the Lab Order section in StringSoft, the PM charge will be directed to the Necropsy Client.</td>
</tr>
<tr>
<td></td>
<td>o The AHL will contact the owner to arrange payment.</td>
<td>o The client will not be charged.</td>
</tr>
</tbody>
</table>
### Action Item

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Not an OVC HSC Client/Patient (animal was not expected)</th>
<th>OVC HSC Client/Patient (existing Client/Patient or new referral)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disposition of body</td>
<td>o AHL will contact the owner to determine arrangements.</td>
<td>o Follow standard procedure for requesting private cremation; label the body with private cremation stickers.</td>
</tr>
<tr>
<td>Notify OVC HSC Clinician</td>
<td>o Not applicable.</td>
<td>o If an existing client/patient, notify applicable clinician that animal admitted as a DOA.</td>
</tr>
<tr>
<td>Final Invoice</td>
<td>o AHL to determine the invoicing process.</td>
<td>o The final invoice is not sent to the client, (charges covered by OVC HSC).</td>
</tr>
</tbody>
</table>

### 4. Animal Health Laboratory Contact Information

i. **Hours of Operation**
   a. Monday to Friday 08:30 to 18:00
   b. Saturday, Sunday, Statutory Holidays 09:00 to 17:00 (closed December 25th)

ii. **Contact Information**
   a. Post Mortem Room, Pathologist on duty, and Animal Health Laboratory Reception:
      o Extension 54530, (leave a message on voice mail if there is no answer).
      o The Attendant will contact the Pathologist on duty who will determine if an immediate PM is required.

### 5. AHL Post-Mortem Submission Form

i. The AHL Post-Mortem submission form is to be completed and submitted with the body. Form attached to Guideline on page 5.
OVC HSC Dead On Arrival – Processing Cases

Start

Dead animal presented to OVC HSC or pronounced dead at OVC HSC

Existing OVC HSC client/patient? Or, new patient referred to OVC HSC with arrival expected?

Yes

Animal not an OVC HSC client/patient and not expected

Animal not registered in StringSoft

No

OVC HSC clinician obtains owner and patient information and completes AHL Post Mortem Submission Form (owner name and contact information, patient name)

As a goodwill gesture, OVC HSC submits the body to the AHL for processing

AHL open?

Yes

OVC HSC directs owner to AHL Reception

AHL processes case

End

No

OVC HSC Animal Care Attendant/Agricultural Assistant tags body and bag with applicable information and delivers body to AHL

Postmortem completed and/or body disposed of at AHL

End

Patient registered in StringSoft

Postmortem requested?

Yes

Lab order requisition completed in StringSoft

No

AHL open?

Yes

AHL processes case

End

No
### Important. Please read.

Contact Information must be supplied with all samples submitted for testing to the Animal Health Lab ("AHL"). Agricultural animal testing carried out through AHL is subsidized by the Government of Ontario. By submitting samples for testing to AHL, the submitter acknowledges that s/he is the owner or is a duly authorized agent of the owner. The submitter acknowledges and agrees that AHL may share test results and contact information as it deems necessary for the purposes of relevant legislation regarding reportable or notifiable diseases and for the purpose of surveillance of animal or public health in Ontario.

### Animal ID

For additional animals; please add extra page or send Excel spreadsheet to ahlinfo@uoguelph.ca

<table>
<thead>
<tr>
<th>Species</th>
<th>Breed</th>
<th>Age (d w m y)</th>
<th>Sex (F M N)</th>
</tr>
</thead>
</table>

### Herd Size

<table>
<thead>
<tr>
<th>No. at risk</th>
<th>No. sick</th>
<th>No. dead</th>
<th>Weight (kg)</th>
<th>Duration of problem (days weeks months years)</th>
</tr>
</thead>
</table>

### Commodity (check):

- Ruminant: meat, dairy, other
- Swine: sow, nursery/weaner, finisher, boar, other
- Chicken: broiler, layer, broiler-breeder, layer-breeder, exhibition, small farm
- Turkey: breeder, meat, exhibition, small farm

### Animals submitted

- #live:
- #dead:
- #fetus:
- Placenta:
- Other specimens:

### Date/time of death

- Died
- Euthanized/method

### Problem List (e.g. diarrhea, pneumonia, etc.)

1. [ ]
2. [ ]
3. [ ]
4. [ ]

### Clinical history (include date of onset of problems)

**Additional charges may apply**

### Disposition of the body following postmortem

- Cremation through a crematorium (handling fee applies)
- Communal cremation through AHL (no additional fee)
- Specific instructions:

### Summary of recent therapy

### Vaccinations

### Management (housing, nutrition, etc.)

### Resubmission/Quote#

### Any questions? Please contact the lab.

**AHL - Guelph Courier Address**

UoG Animal Health Lab-PAHL
419 Gordon Street-Bldg 89
Guelph, ON N1G 2W1
Attr: Specimen Reception

**AHL Guelph** 519-824-4120 ext: 54530, Fax: 519-827-0961
**AHL Kemptville** 613-258-8324, Fax: 613-258-8324

**AHL Guelph**

Univ of Guelph/Kemptville
Campus
79 Shearer Street
Kemptville, Ontario K0G 1J0

**AHLK**

Animal Health Laboratory
Laboratory Services Division
Univ of Guelph/Kemptville
Campus
79 Shearer Street
Kemptville, Ontario K0G 1J0

**Animal Health Laboratory**

Laboratory Services Division
Univ of Guelph/Kemptville
Campus
79 Shearer Street
Kemptville, Ontario K0G 1J0
Pathologist (print)

Date/time postmortem began: ____________________________

Body weight __________________ kg __________ g

Animal identification (CCIA #, tag, tattoo, markings, etc.) ________________________________

External findings

Body condition ____________ hydration ____________ fat stores ________________ muscle mass ________

Internal findings

Clinical problems answered at postmortem (list)

POSTMORTEM DIAGNOSIS  □ Tentative □ Final

Time postmortem completed ____________

Telephoned _______________ Date/time _______________

Pathologist ______________________________ DVM

☐ Photos taken       ☐ Radiology charge       ☐ CT scan charge

☐ Legal case charge ☐ Out of hours charge ☐ Euthanasia charge

TESTS REQUESTED

<table>
<thead>
<tr>
<th>Bacteriology</th>
<th>Mycoplasma/Molecular Biology</th>
<th>Virology</th>
<th>Hold</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parasitology</th>
<th>Clinical Pathology</th>
<th>Histology</th>
<th>Other/Send Outs</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Toxicology</td>
<td></td>
</tr>
</tbody>
</table>