

CODE OF PRACTICE FOR THE KEEPING OF RACING GREYHOUNDS

GUIDE TO UNDERSTANDING RECORD KEEPING REQUIREMENTS

1 Introduction

Chapter 5 of the Code outlines record keeping requirements, both for establishments and individual greyhounds.

This document aims to provide participants with guidance and clarification on the Code's minimum record keeping requirements.

Records may be kept in hard copy or electronically. Persons in Charge must ensure records are produced for inspection immediately upon an authorised officer's request.

2 Establishment records

The Person in Charge at each establishment must keep records, or have a copy, of the following:

- the Establishment and Health Management Plan
- veterinary agreement/s
- greyhounds moved to a different establishment (both temporary and permanent)
- greyhounds coming into the establishment, including all records relating to their purchase, acquisition or movement. These records must include:
 - o the contact details of the previous owner and Person in Charge
 - o the greyhound's previous location
 - o an up to date greyhound record, with microchip number, at the time of arrival at the establishment copies of transfer of ownership papers (where applicable)
- individual greyhound records for all greyhounds at the establishment
- greyhounds transferred to a new owner, sold or given away, including the vet issued general health certificate
- where a greyhound is rehomed to someone who is not a GRV participant, the literature they are provided with on how to care for a greyhound
- where staff are appointed at the establishment:
 - o a list of staff names, contact details, GRV participant registration number (where applicable), experience and/or qualifications and training history
 - o a complete set of staffing rosters for the past 12 month period.

If an establishment ceases to operate, the Person in Charge must keep copies of all individual greyhound records at the time the establishment ceases to operate for at least two years.

3 Individual pen identification requirements

Every kennel and pen where greyhounds are housed must clearly display:

- a unique identifier for any greyhound within it (e.g. microchip number), that links back to an individual greyhound record
- any additional or specialised care the greyhound/s requires (if applicable).

For breeding female greyhounds, the kennel information displayed must include litter details. That is, the number, birthdate, sex and details of offspring in her current litter.

4 Greyhound records

A greyhound record is the document in which a Person in Charge records all veterinary attention, health requirements and medical treatments for each greyhound. A greyhound record must be established for each individual greyhound from birth.

Greyhounds must be accompanied by their individual, up-to-date greyhound record when moving from an establishment, including when they are:

- sold
- retired
- rehomed
- given away
- temporarily or permanently moved to a different establishment.

The Person in Charge is responsible for maintaining individual greyhound records (for all greyhounds within their care) and ensuring the records move with the individual greyhounds.

A greyhound record must include the following information (as it becomes available):

- name (or other identification)
- microchip number (when implanted)
- sex
- birth date
- distinguishing features
- dam and sire details, including their birth date, microchip number and owner details
- the name and address of the current Person in Charge
- a complete health care and veterinary history including:
 - o vaccination records and matching vaccination certificates
 - o internal and external parasite control (e.g. fleas, ticks or heartworm)
 - o administration of oral supplements and injected substances (if applicable)
 - o administration of any Schedule 2, 3, 4 or 8 drugs (by date, time, dose, route of administration, drug name and name of person giving the drug) (if applicable)
 - o details of any known physical abnormality or heritable defect, including any veterinary advice on how this may affect the greyhound's health (if applicable)
 - o any injuries sustained by the greyhound and treatment provided (if applicable)
 - o date and time of any treatment administered, person prescribing the treatment and the name and signature of the person administering the treatment
 - o instructions for the health management of a greyhound under treatment, when that greyhound is moved to another establishment or person
 - o daily observations, inspections and exercise only for greyhounds under treatment
 - o any observations of stress or ill health
- date of sale or rehoming, including new owner or rehoming organisation name, address and contact number
- return records, including date, reason for return and copies of supporting documentation (if applicable)
- euthanasia records or death records including date and cause of death. In the event of euthanasia, records include copies of the Notice of Intent to Euthanase and Euthanasia Certificate.

Greyhound Racing Victoria have developed a template greyhound record, available online or in hard copy at: <https://greyhoundcare.grv.org.au/code-of-practice/>.