



City of San Antonio
Animal Care Services Department
Advisory Board Inspection Checklist
– Brooks Facility–



General Board Instructions: 1) Inspections should be conducted while facility is open to the public to monitor results of cleaning process. 2) If an item cannot be verified at the time of your inspection, quiz a staff member as to how and when the item is to be performed.

George L. Garcia







Advisory Board Member Name(s): _____






Date of Inspection: 11-07-2024

Time of Inspection: 1:20 PM

BROOKS SPAY/NEUTER CLINIC







Main Lobby/Reception Area/Exam Rooms	Not Verified	COMMENTS
Staff are friendly, informative, and courteous to all	Select one from drop-down list for each field Pass ▼	
Clean floors, windows, and doors	Pass ▼	
Proper signage in place	Pass ▼	
Reception area neat & orderly	Pass ▼	
Men's restroom clean and stocked	Pass ▼	
Women's restroom clean and stocked	Pass ▼	
Description of Concerns, Actions Needed, or Praise Sewer smell coming from floor drains in Men's and Women's restrooms.		

Cat Holding Area	Pass/Fail/ Not Verified	COMMENTS
Cages & cage doors are clean	Pass 	
All cages are cleaned & sanitized between occupants	Pass 	
Fresh newspaper in each cage	Pass 	
There are no offensive odors	Pass 	
Each cage with cat has correct kennel card	Pass 	
Stainless steel shelving is cleaned	Pass 	
Description of Concerns, Actions Needed, or Praise		

Dog Holding Area (Right)	Pass/Fail/ Not Verified	COMMENTS
Cages & cage doors are clean	Pass 	
All cages are cleaned & sanitized between occupants	Pass 	
Fresh newspaper in each cage	Pass 	
There are no offensive odors	Pass 	
Each cage with dog has correct kennel card	Pass 	
<p align="center">Description of Concerns, Actions Needed, or Praise</p> <p>Ceiling tile not properly installed at Laundry room.</p>		

Surgical Prep Area	Pass/Fail/ Not Verified	COMMENTS
Prep sinks are in working order, clean, and free of debris	Pass ▼	
Medical equipment are in working order and clean	Pass ▼	
Controlled Medical Drugs are properly secured	Pass ▼	
Clean floors and tables	Pass ▼	
There are no offensive odors	Pass ▼	
Comments/Actions Needed Intake door binding on frame assembly. Door is on the right side when one enters the Main Lobby.		

Surgery Suite	Pass/Fail/ Not Verified	COMMENTS
Medical equipment is in working order and clean	Pass ▼	
Fresh surgery packs are used for each pet	Pass ▼	
Pets are properly sedated, and secured to surgery table	Pass ▼	
Clean floors and tables	Pass ▼	
Comments/Actions Needed Veterinarian stipulated that the Air Conditioner(AC) does not cool properly. The AC has been reported numerous times and has not been fixed. Note: There are several welcome signs damaged at the parking area.		

Dog Holding Area (Left)	Pass/Fail/ Not Verified	COMMENTS
Cages & cage doors are clean	Pass 	
All cages are cleaned & sanitized between occupants	Pass 	
Fresh newspaper in each cage	Pass 	
There are no offensive odors	Pass 	
Each cage with dog has correct kennel card	Pass 	
Sink area is clean and free of debris	Pass 	
Description of Concerns, Actions Needed, or Praise		

RESET FORM

SUBMIT