



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.






Advisory Board Member Name(s): Karen Speer

Date of Inspection: 01/11/2024 Time of Inspection: 11:52

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 <input type="button" value="v"/> | |
| Clean floors, windows, and doors | Pass <input type="button" value="v"/> | |
| Proper signage in place | Pass <input type="button" value="v"/> | |
| Reception area neat & orderly | Pass <input type="button" value="v"/> | |
| Men's restroom clean and stocked | Not Verifi <input type="button" value="v"/> | |
| Women's restroom clean and stocked | Pass <input type="button" value="v"/> | |
| Description of Concerns, Actions Needed, or Praise | | |

| Cat Holding Area | Pass/Fail/ Not Verified | COMMENTS |
|---|---------------------------------------|----------|
| Cages & cage doors are clean | Pass <input type="button" value="v"/> | |
| All cages are cleaned & sanitized between occupants | Pass <input type="button" value="v"/> | |
| Fresh newspaper in each cage | Pass <input type="button" value="v"/> | |
| There are no offensive odors | Pass <input type="button" value="v"/> | |
| Each cage with cat has correct kennel card | Pass <input type="button" value="v"/> | |
| Stainless steel shelving is cleaned | Pass <input type="button" value="v"/> | |
| 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> | | |

| Surgical Prep Area | Pass/Fail/ Not Verified | COMMENTS |
|---|---------------------------------------|----------|
| Prep sinks are in working order, clean, and free of debris | Pass <input type="button" value="v"/> | |
| Medical equipment are in working order and clean | Pass <input type="button" value="v"/> | |
| Controlled Medical Drugs are properly secured | Pass <input type="button" value="v"/> | |
| Clean floors and tables | Pass <input type="button" value="v"/> | |
| There are no offensive odors | Pass <input type="button" value="v"/> | |
| <p align="center">Comments/Actions Needed</p> | | |

| Surgery Suite | Pass/Fail/ Not Verified | COMMENTS |
|--|---------------------------------------|----------|
| Medical equipment is in working order and clean | Pass <input type="button" value="v"/> | |
| Fresh surgery packs are used for each pet | Pass <input type="button" value="v"/> | |
| Pets are properly sedated, and secured to surgery table | Pass <input type="button" value="v"/> | |
| Clean floors and tables | Pass <input type="button" value="v"/> | |
| Comments/Actions Needed | | |

| Dog Holding Area (Left) | Pass/Fail/ Not Verified | COMMENTS |
|--|---------------------------------------|----------|
| Cages & cage doors are clean | Pass <input type="button" value="v"/> | |
| All cages are cleaned & sanitized between occupants | Pass <input type="button" value="v"/> | |
| Fresh newspaper in each cage | Pass <input type="button" value="v"/> | |
| There are no offensive odors | Pass <input type="button" value="v"/> | |
| Each cage with dog has correct kennel card | Pass <input type="button" value="v"/> | |
| Sink area is clean and free of debris | Pass <input type="button" value="v"/> | |
| <p align="center">Description of Concerns, Actions Needed, or Praise</p> <p>The clinic was very orderly and neat. Staff was very informative and answered my questions.</p> | | |

RESET FORM

SUBMIT