



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: 07-22-2022 **Time of Inspection:** 10:15

HUMANE SOCIETY 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	Fail ▼	The 2nd restroom toilet slow to flush. Note: Restrooms are unsex.
Women's restroom clean and stocked	Pass ▼	
Description of Concerns, Actions Needed, or Praise Water fountain leaking. Fountain has been shut off.		

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>AC in this area is not working correctly. Insufficient air coming from vents.</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		

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		

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		

SUBMIT