

2. Animal Health Management And Routinary Services

This service caters the needs of residents in Tagoloan seeking for consultation and possible medical care or treatment for their animals. This service is dependent on the availability of biologics based on the approved budget of the current year.

Office or Division:	Municipal Agriculture Office			
Classification:	Simple			
Type of Transaction:	G2C – Government to Client			
Who may avail:	Residents in Tagoloan			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
None				
Client Steps	Agency Actions	Fees to be paid	Processing time	Person responsible
1. State purpose of visit	1. Refer client to person responsible	none	10 minutes	<i>Public Assistance Complaints Desk (PACD) Officer of the Day</i> Municipal Agriculture Office
2. Submit for interview <i>* make sure to secure Order of Payment (if applicable)</i>	1. Conduct interview 2. Issue Order of Payment if biologics are sourced from the office; Or 3. Issue prescription of biologics for clients to purchase	none	20 minutes	<i>Agricultural Technologist I</i> Municipal Agriculture Office Or <i>Administrative Aide I</i> Municipal Agriculture Office
3. Pay the required fees at the Municipal Treasurer's Office by showing the Order of Payment <i>* make sure to secure Official Receipt that will be issued upon payment</i>	1. Accept the payment based on the Order of Payment 2. Issue Official Receipt	Animal Health service fee (see table below)	1 hour	<i>Revenue Collector</i> Municipal Treasurer's Office

<i>(skip this step if not applicable)</i>				
4. Return to the Municipal Agriculture Office and present Official Receipt; Or Give the prescribed biologics to person responsible	1. Check the Official Receipt 2. Conduct initial check-up of animal 3. Administer treatment or provide medical care to animal	none	6 hours	<i>Agricultural Technologist I</i> Municipal Agriculture Office Or <i>Administrative Aide I</i> Municipal Agriculture Office
5. Sign in Artificial Insemination logbook	1. Record service in Artificial Insemination logbook Let the client sign the Artificial Insemination logbook	none	20 minutes	<i>Agricultural Technologist I</i> Municipal Agriculture Office Or <i>Administrative Aide I</i> Municipal Agriculture Office
6. Accomplish Client Satisfaction Survey Form and drop in the Feedback Box	6. Request client to accomplish Client Satisfaction Survey Form	none	30 minutes	
TOTAL:		Type of animal health service x no. of heads	8 hours & 20 minutes	

Animal Consultation:	None
Animal Vaccination: Cattle, Carabao, Goat, Swine(Boar and piglet) and Pets	PHP 100 per head
Animal Treatment: Cattle, Carabao, Goat, Swine(Boar and piglet) and Pets	Per animal - PHP 20 per cubic centimeter times recommended dosage per kilogram times weight of animal (kilogram)
Castration: 1. Cattle, Carabao and Swine (Boar) 2. Goat 3. Swine - Piglet	PHP 300.00 per head PHP 100.00 per head PHP 50.00 per head
Animal Deworming: 1. Cattle, Carabao, Goat, Swine(Boar and piglet) and Pets	a. Per animal - PHP 20 per cubic centimeter times recommended dosage per kilogram times weight of animal (kilogram)
Minor Surgeries: Cuts, removal of foreign objects, abcess drainage and cyst removal (case basis), restitching of open wound	none