

KENTUCKY BOARD OF VETERINARY EXAMINERS

4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

Office: 502-564-5433 • Fax: 502-753-1458

kbve.ky.gov • vet@ky.gov

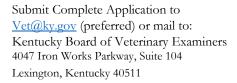
Request for a New Designated On-site Manager

Instructions: This request form shall be completed by the animal control agency who must report a new designated on-site manager or to update the contact information for the designated on-site manager in accordance with 201 KAR 16:550 and 16:572. Completion of all fields on this application is mandatory. Insufficient answers or omissions will be sufficient grounds for rejection of this request. **Review the check**

list on the last page to ensure your request is complete. Print SINGLE SIDED; DO NOT staple.

201 KAR 16:550, Section 1(4) states, "'Designated On-site Manager' means a person who registers with the board to assume responsibility for the ordering, management, use, and disposal of controlled substances at a board-certified animal control agency."

I. Agency Contact Information								
Name of Animal Control Agency								
Agency Website								
Agency Phone Number								
Agency Email Address								
Address Type	Street		City	Zip	County			
Mailing Address								
Physical Address #1								
Physical Address #2								
Fiscal Agent of Agence	y							
Fiscal Agent Address								
Fiscal Agent Phone Number								
Fiscal Agent Email Ad	ldress							





OFFICIAL USE ONLY

II. Agency Designated On-site Manager									
First Name	Middle	Middle Name Last Name							
Date of Birth (required)			Social Security Number (required)						
Address Type Street			City		ST	Zip	County		
Personal Mailing Address									
Cell Phone			Business Phone						
Personal Email Address			Business Email Address						
 Are you now, or have you ever been, addicted to or undergone treatment for the use of narcotics, drugs, prescription drugs, or the excessive use of intoxicating substances, including alcohol? Yes or No If yes, explain. Attach supporting documents if necessary. 									
2. Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? ☐ Yes or ☐ No If yes, explain. Attach supporting documents if necessary.									
III. Application Check List									
☐ Inspection agreement. Acknowledgment of agreement to submit to inspection by a board representative pursuant to 201 KAR 16:550, Section 5.									
□ Background Check. Complete and submit the official results of a background check to KBVE for the agency designated on-site manager from a board approved provider. Visit www.kybve.com on the Applications and Forms page and look under the Background Checks heading for more information. Date Requested: Regulatory Citation: 201 KAR 16:550, Section 2(7).									
☐ Disciplinary records . If applicable, complete copies of any and all records of actions or circumstances listed in Section II, Question 1. If no disciplinary records to disclose, check the box: ☐ N/A									
I hereby state that the information contained herein is true and accurate to the best of my knowledge, and that should the Kentucky Board of Veterinary Examiners determine that any statement herein is false, I understand that the board may suspend, revoke, or terminate any certificate issued by the board.									
Further, I understand contracted with the a direct links to the sta activities, I am aware	gency, if any, ar tutes and admin	e required to ab histrative regula	oide by K tions that	RS Chapter 321 shall govern th	and ne ag	201 KAR Chap ency's euthan	oter 16. For		
Signature				Date					
Printed Name			 Title	Title					

Submit Complete Application to:

Vet@ky.gov (preferred) or mail to

Kentucky Board of Veterinary Examiners
4047 Iron Works Parkway, Suite 104

Lexington, Kentucky 40511

