



Accessing Veterinary Services

ABOUT THE SERVICE

The City Veterinary Office provides veterinary services for dogs, cats, poultry and livestock. Veterinary services cover consultation and vaccination against Rabies, Newcastle Disease, Hemorrhagic Septicemia and Hog Cholera). The office also caters deworming, castration, treatment (for dogs, cats, poultry and livestock), as well as pregnancy diagnosis for large ruminants.

Clients may bring their pets directly to the CVO for check-up, deworming, vaccination and treatment. In case of services for livestock, clients may request that services be scheduled in their area.

Department / Office:		CITY VETERINARY OFFICE		
Classification:		Simple		
Type of Transaction:		G2C - Government to Citizens		
Who may avail		Any client		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
FOR MASS VACCINATION/ BARANGAY ACTIVITY:				
<ul style="list-style-type: none"> Letter request Pet must be 3 months old up and apparently healthy 				
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Request for Services Go directly to the CVO, bringing along your pet for anti-rabies vaccination <i>*For schedule if house call.</i>	2. CVO personnel will register your pet in the record book.	P	3 minutes	CVO personnel
	3. Interview/ Assessment Veterinarian will conduct physical examination if the animal is fit for vaccination.		5 minutes	DR. JUNIOS J. ELAD, JR. CGDH I City Veterinary Officer DR. MARILEE P. LINGUA Agricultural Technologist
	4. Preparation and administration of anti-rabies vaccine.		10 minutes	DR. JUNIOS J. ELAD, JR. CGDH I City Veterinary Officer DR. MARILEE P. LINGUA Agricultural Technologist TRAINED



				VACCINATORS
5. Client will pay for the animal vaccination, registration and licensing fee (City Ordinance 2006-025).	6. Issuance of vaccination card and official receipt.	P 75.00 walk-in P 135.00 housecall	3 minutes	ROMEO M. ABANTE Revenue Collection Clerk II
TOTAL		P 75.00 walk-in P 135.00 housecall	21 minutes	
CONSULTATION, DEWORMING, TREATMENT				
1. Go directly to the CVO, bringing along your pet for check-up, deworming and treatment	2. CVO personnel will register your pet in the record book.		2 minutes	CVO PERSONNEL
	3. Veterinarian will take animal's medical history, conducts physical examination and give tentative diagnosis.	Free	30 – 40 minutes (depending on the case)	DR. JUNIOS J. ELAD, JR. CGDH I City Veterinary Officer DR. MARILEE P. LINGUA Agricultural Technologist
	4. Veterinarian will provide the owner relevant information on the case of the animal, treat and prescribe medicine for home medication.	Varies depending on the medications	25 minutes	
TOTAL			1 hour and 7 minutes	
DOG AND CAT CASTRATION				
1. Go directly to the CVO, bringing along your pet for castration. <i>* Pet must be 4- 6 months old up, apparently healthy, fasted for 6 hours)</i> <i>* Bring: cotton,</i>	2. CVO personnel will register your pet in the record book.	P	2 minutes	CVO PERSONNEL



<i>alcohol, betadine, blade, surgical gloves.</i>				
	3. Veterinarian will conduct physical examination and administer anesthetic.		20 minutes	DR. JUNIOS J. ELAD, JR. CGDH I City Veterinary Officer DR. MARILEE P. LINGUA Agricultural Technologist Animal Handlers
	4. Animal handler will prepare the animal for surgery.		5 minutes	Animal Handlers
	5. Veterinarian will perform the surgery.		30 minutes	DR. JUNIOS J. ELAD, JR. CGDH I City Veterinary Officer DR. MARILEE P. LINGUA Agricultural Technologist
	6. Veterinarian will provide client education on post-surgery management especially wound management.		10 minutes	DR. JUNIOS J. ELAD, JR. CGDH I City Veterinary Officer DR. MARILEE P. LINGUA Agricultural Technologist
TOTAL			47 minutes	
STRAY ANIMALS CATCHING AND SURRENDER				
1. Client request to conduct stray animal catching in their respective area/ or request for animal surrender	2. Dog Pound Team will conduct animal catching in the requested area. If Surrender: CVO personnel will ask for client's information and contact details.		2 hours Depending on the availability of the Dog Pound Team	GILBERT G. CASILI Administrative Aide I (Casual) ALLAN N. MANGUIAT Administrative Aide I (Casual) NOEL U. TANGUILID Administrative Aide I (Casual) FROILAN S.



				NAVARRO Operator II
REDEMPTION OF IMPOUNDED ANIMAL				
1. Client will inquire to CVO or directly go to Naga City Pound located at City Nursery, Carolina, Naga City. <i>*Bring any identification of your pet.</i>	2. CVO personnel/ City Pound Attendant will assist the client and will release the animal.			FROILAN S. NAVARRO Operator II Dog Pound Personnel
	3. Collection of payment and issuance of official receipt	P 200.00 per day P75.00 if anti-rabies vaccination is to be updated.	3 minutes	ROMEO M. ABANTE Revenue Collection Clerk II
	TOTAL	P 200.00 per day P75.00 if anti-rabies vaccination is to be updated		
DEWORMING/ VITAMIN ADMINISTRATION/ COWLICKS IDENTIFICATION/ BRANDING/ REGISTRATION OF LARGE ANIMAL				
1. Client request for the above services. Client is required to prepare the venue for the activity and provide Restraining chute.	2. CVO will schedule when and where to conduct the activity.		8 hours (may vary depending on the number of animals)	Administrative Staff
	3. CVO personnel will conduct deworming, vitamin administration, cowlicks identification and branding of Large Ruminant.		2 minutes	FROILAN S. NAVARRO Livestock Inspector Designate GILBERT G. CASILI Administrative Aide I (Casual) ALLAN N. MANGUIAT Administrative Aide I (Casual)



				NOEL U. TANGUILID Administrative Aide I (Casual) Job Orders
	4. Livestock Technician will give the signed cowlicks identification form to the owner of the animal.		30 minutes	FROILAN S. NAVARRO Livestock Inspector Designate
5. Owner will go to the City Treasurer's Office, bringing the following requirement: <ul style="list-style-type: none"> • Barangay certificate of Animal Ownership • Cowlicks identification form signed by veterinarian or Livestock Inspector 	6. Assigned Personnel for Large Animal Registration (City Treasurer's Office) will issue the Large Animal Ownership Certificate and Official Receipt.	P 50. 00	8 hours (may vary depending on the number of animals)	Local Revenue Collection Clerk City Treasurer's Office
TOTAL		P 50.00	16 hours and 30 minutes	

CITY VETERINARY OFFICE

Maharlika Highway, Zone 3, Del Rosario, Naga City

For more information, please contact:

Dr. Junios J. Elad, Jr., City Government Department Head I / City Veterinary Officer

Tel. No. (054) 881-9573

E-mail: cvo@naga.gov.ph