

WOOD COUNTY HEALTH DEPARTMENT

POLICY & PROCEDURE TITLE:	<i>Rabies Control Policy and Procedure</i>
EFFECTIVE DATE:	<i>12/93</i>
DATE REVIEWED/REVISED:	<i>8/05, 11/08, 2/09, 5/09</i>
AUTHORIZED BY:	Sue Kunferman, Director/Health Officer
ESSENTIAL PUBLIC HEALTH SERVICE:	Enforce laws and regulations that protect health and ensure safety. Mobilize community partnerships to identify and solve health problems.

POLICY STATEMENT:

This policy is designed to coordinate an effective rabies control procedure between Physicians and Medical Community, Humane Officers, Marshfield Ordinance Control, Law Enforcement, private citizens, Veterinarians and Wood County agencies. This policy shall be effective in any area of Wood County that is not served by an existing local police department rabies policy, a humane society rabies control contract, or any other contract relating to rabies control.

OBJECTIVES:

1. Ensure proper that all parties involved in rabies control understands the protocols for follow-up of all dog and cat bites, and wild animal exposures.
2. All partners involved in rabies control will be updated on the Wood County Rabies Control policy annually.

WHO PERFORMS ACTIVITIES (JOB TITLES):

Physicians and Medical Community
Wood County Dispatch
Wood County Humane Officers
Marshfield Ordinance Control Officers
Law Enforcement
Private Citizens
Veterinarians
Health Department
Ho-Chunk Nation Division of Health
Corporation Counsel/District Attorney
Wood County Clerk

TARGET POPULATION:

Individuals bitten by an animal that is capable of carrying rabies

SUPPLIES/EQUIPMENT/FORMS NEEDED:

Rabies Control Report
State Lab of Hygiene Shippers for specimens
Medical supplies for treatment of bite victims
Access database of Rabies Control reports

DEFINITIONS:

WSLH – State Lab of Hygiene

DPH – Division of Public Health

PROCEDURE:

PHYSICIANS & MEDICAL COMMUNITY

- Administer treatment to bite victims. Exposure is defined in rabies flowchart.
- Determine if rabies post-exposure prophylaxis is recommended.
- Contact the appropriate county dispatch as soon as possible after a potential rabies exposure (see phone numbers under contacts section).
- If you treat the bite victim or submit an animal for testing, notify the bite victim of the animal testing results.

WOOD COUNTY DISPATCH

- Receive Wood County bite complaints via phone (715-421-8702) or fax (715-421-8504).
- Promptly call humane officer and provide details of bite incident reported. Leave a detailed message if they do not answer their phone.
- After the call is made to the humane officer, make a print report of the complaint and scan/email it to the humane officer for further clarification of incident.
- Do not give out the telephone number of the humane officers, as they should not be contacted directly by the public.

COUNTY HUMANE OFFICERS

- Email dispatch to confirm receipt of bite complaint.
- Conduct initial investigation of all animal bites and complaints.
- Complete Rabies Control Report, including date of final examination at the end of quarantine.
- Issue Rabies Control Report and ensure quarantine compliance and veterinary care within 24 hours of incident or notification of incident.
- If owner is noncompliant, take measures to ensure compliance.
- Consult with Health Department for fee-exempt testing.
- Consult with veterinarians and physicians.
- Provide education on animal bites, rabies and quarantines to animal owner.
- Supervised by Wood County Board of Supervisors - Public Safety Committee.

MARSHFIELD ORDINANCE CONTROL OFFICERS

- Conduct initial investigation of all animal bites and complaints.
- Complete Rabies Control Report, including date of final examination at the end of quarantine.
- May assist with transporting animal to isolation facility when appropriate. Assist in animal euthanasia when necessary.
- Issue Rabies Control Report and ensure quarantine compliance and veterinary care within 24 hours of incident or notification of incident.
- Issue enforcement orders to non-complying parties.
- Consult with Health Department for fee-exempt testing.
- Consult with veterinarians and physicians.

- Provide information on animal bites, rabies and quarantines to animal owner.
- Notify the bite victim of the lab results if you submit an animal to the State Lab of Hygiene for rabies testing.
- Supervised by Marshfield Police Department.

LAW ENFORCEMENT

- Refer animal bites to dispatch for follow-up by county humane officer or ordinance control personnel.
- Accompany humane officer to animal owners' residence when requested.
- Assist in animal euthanasia when necessary.
- Respond to bite victims within their jurisdiction when appropriate.
- A working Canine that bites in the line of duty would remain under the direct care of the handler and would be restricted to activities at work and return directly home. Canine is kept current on all shots.

OWNER OF ANIMAL (Defined as any person who owns, harbors, keeps or controls an animal.)

- Immunize all animals as appropriate and keep a valid vaccination certificate.
- License animals.
- Deliver animal to quarantine facility if required by humane officer or ordinance control personnel.
- Pay for fees associated with, but not limited to, treatment or examination by veterinarian, quarantine in isolation facility, euthanasia fees and preparation of specimens for testing.
- Comply with quarantine order issued by humane officer.

QUARANTINE FACILITY

- Transport animals to quarantine facility as necessary.
- House quarantined animals in a segregated area during observation period.
- Prevent animal contact with the general public during quarantine period.
- Ensure veterinary observations are completed as appropriate.
- Bill animal owners for quarantine costs.
- Euthanize animals as appropriate.

VETERINARIANS

- Vaccinate and maintain vaccination records for individual animals and respond to inquiries from public health, humane officers or law enforcement about vaccination status of a particular animal.
- If an owner presents an animal that has bitten a person, contact the appropriate county dispatch as soon as possible (see phone numbers under contacts section). Do not vaccinate or euthanize until the quarantine period expires.
- Examine animal and quarantine as necessary.
- Consult with Health Department and county humane officers as necessary.
- If animal is to be euthanized for rabies testing, request fee-exempt testing from Health Department using fee-exempt status form, or by telephone contact. Fee-exempt testing may be granted if the animal is severely injured or extraordinarily vicious, and owner consents to euthanize the animal for the test.
- Prepare and submit specimens to State Lab of Hygiene.
- Examine quarantined animal three times (or fewer as appropriate), sign rabies control report certifying that the animal exhibited no signs of rabies and forward to issuing officer.
- Notify the legal authority that issued the rabies control report immediately if animal owner does not report to the obligatory second and third animal examinations.

- Return signed rabies control report forms to the county humane officer within two days of final examination.
- Upon completion of quarantine, vaccinate animal if necessary.
- Notify the bite victim of the lab results if you submit an animal to the State Lab of Hygiene for rabies testing.

HEALTH DEPARTMENT

- Consult with bite victims, veterinarians, physicians, ordinance control officers and humane officers.
- Approve fee-exempt testing at State Lab of Hygiene (WSLH), consult with WSLH and Division of Health (DOH) personnel.
- Maintain a list of contacts at WSLH, DPH, and other local health departments.
- Receive Rabies Control Report from Marshfield Ordinance Control, Humane Officers and South Wood County Humane Society.
- Enter Rabies Control Reports into database, retain and file hard copies.
- Notify the bite victim of the lab results if you submit an animal to the State Lab of Hygiene for rabies testing.

HO-CHUNK NATION DIVISION OF HEALTH

- Maintain copies of rabies vaccination certificates for animals immunized at Tribal vaccination clinics or by the Tribal veterinarian.
- Perform animal bite follow-up with victim and animal owner if bite occurred on Tribal land.
- Notify the bite victim of the lab results if you submit an animal to the State Lab of Hygiene for rabies testing.

CORPORATION COUNSEL/DISTRICT ATTORNEY

- Prosecute non-compliance with enforcement orders issued by humane officers as per Ch. 95.21.
- Ensure appropriate use of dog license fund
- Initiate legal action against animal owners who fail to reimburse county for expenses paid to keep the animal in an isolation facility, supervision and examination of the animal by a veterinarian, preparation of the carcass for laboratory examination and the fee for the laboratory examination.

COUNTY CLERK

- When an animal involved in a bite incident has no owner, pay from the dog license fund expenses incurred in connection with keeping the animal in an isolation facility, supervision and examination of the animal by a veterinarian, preparation of the carcass for laboratory examination and the fee for the laboratory examination.

CONTACTS:

ANIMAL EXPOSURES

Dr. Yvonne Bellay, State Humane Officer
Dept. of Agriculture, Trade, and Consumer
Protection
(608) 224-4888

HUMAN EXPOSURES

Dr. Jim Kazmierczak, State Public Health
Veterinarian
DHFS, Division of Public Health
(608) 266-2154

LAB RESULTS OF SPECIMEN SUBMISSIONS

Jim Powell, WI State Lab of Hygiene, Rabies Lab
(608) 262-7323

WOOD COUNTY HEALTH DEPARTMENT

Environmental Health
(715) 421-8911

WOOD COUNTY DISPATCH

(715) 421-8702
Fax: (715) 421-8504

CLARK COUNTY DISPATCH

(715) 743-3157

MARATHON COUNTY DISPATCH

(715) 261-1200

PORTAGE COUNTY DISPATCH

(715) 346-1500

**HO-CHUNK NATION
DIVISION OF HEALTH**

(715) 284-9851 X 5011
(715) 284-9851 X 5059

EVALUATION:

**Rabies Partners will be updated annually on rabies prevention protocols, roles and responsibilities.
A meeting will be convened if there are changes to protocols.**

REFERENCES:

- Wood County Sheriff's Department Canine Policy 808
- Attachment 1 Wisconsin Rabies Prevention Flowchart
- Attachment 2 Animal Bites: A Guide for Providers
- Attachment 3 Animal Bites: A Guide for Bite Victims
- Attachment 4 If Your Pet Bites Someone: A Pet Owner's Guide
- Attachment 5 Rabies: What Is It?
- Attachment 6 Template letter for providing lab results

LEGAL AUTHORITY:

- Ch. 95.21 Stats. - Animal Health
- Ch 254.51(5) Stats. - Environmental Health: Powers and Duties
- Ch. 59.23 Stats - Counties: Clerk
- Ch. 173 Stats. - Animals: Humane Officers
- Ch. 174, Stats. - Dogs
- Ch. ATCP 13 - Local Rabies Control Programs