



## Audit Checklist for School Food FOCUS-Pew Standard for Certified Responsible Antibiotic Use in Poultry

Date	
Audit Identifier	
Company Name	
Est. Number	

**This checklist is to be used as an addendum to either the Process Verified Program (PVP) or Quality System Assessment (QSA) Program.**

### 1. Feed Mills

- a) Are any antibiotics used in the feed? If so, which ones?  
Compare the antibiotics used against the list in the Auditor Guidance document for unapproved antibiotics and antibiotics approved for limited, therapeutic use only.
  
- b) Does feed formulator have easy, written access to the name and contact information (*phone and/or email*) of all veterinarians ordering medicated feeds?
  
- c) Are medically important antibiotics (*per Auditor Guidance TABLE 1*) added to program feed?  
If yes, is required documentation available for auditor review?  
Required documentation:
  - Veterinary diagnosis (*laboratory stet results can substitute*)
  - A written veterinary feed directive (VFD) (*veterinarian prescription can substitute*)
  
- d) Does the written feed directive or prescription include the required information?
  - Veterinarian's name and contact information (telephone number or email)
  - Veterinarian's license number and issuing state
  - Client's name and address
  - Diagnosis
  - The estimated or expected number of animals to be treated (*exact count can substitute*)
  - Date the feed directive or prescription was issued
  - Name of the drug
  - Level of drug (*dose*) in the feed
  - Duration of treatment
  - Any special instructions or cautionary notes
  
- e) Are any TABLE 3 antibiotics used? If yes, this is a major non-conformance.



- f) Are any TABLE 2 antibiotics used? If yes, is use documented to be in strict compliance with label instructions?
- g) Were flushes conducted on operating lines running feed with medically important antibiotics prior to the running of the CRAU feed?
- h) Were flushes conducted on trucks/trailers carrying feed with medically important antibiotics prior to loading program feed?

## 2. Hatchery

- a) Vaccination of chicks or *in ovo* is permitted, but **no** antibiotics in any drug list are allowed in vaccine administration.
- b) Is there *in ovo* injection of antibiotics pre-hatch? (*this is strictly prohibited*)
- c) Is there spray use of antibiotics? (*Must have required documentation*)
- d) Were any chicks or poults injected with medically important antibiotics (*see Auditor Guidance TABLE 1*)?
- e) If so, is this documented on hatchery paperwork?
  - A veterinarian prescription<sup>2</sup>
  - Veterinarian's name and contact information (*telephone number or email*)
  - Veterinarian's license number and issuing state
  - Client's name and address
  - Diagnosis
  - The estimated animals treated
  - Name of the drug
  - Level of drug (dose)
  - Duration of treatment
  - Any special instructions or cautionary notes

## 3. Grow Out Farm

- a) Have any antibiotics been used in this flock? If yes, which antibiotics? (*See Auditor Guide for approved and disallowed uses*)
- b) Individual birds? How many?



- c) Entire flock? How many?
- d) Were birds in adjacent barns treated in absence of disease? (*This is prohibited in the absence of veterinary diagnosis*)
- e) Were not approved (*TABLE 3*) or therapeutic use only (*TABLE 1*) antibiotics used?
- f) If therapeutic use only antibiotics (*TABLE 1*) were given to birds, was this documented on a medication ticket or other similar written/computerized document?
- g) Did the medication ticket or similar documentation include all of the following?
- Company name
  - Name or location of the premises on which the birds are being kept
  - Name and contact information (telephone or email) of veterinarian ordering the antibiotic
  - Veterinarian's license number and issuing state
  - Diagnosis
  - Date prescription or feed directive is to begin
  - Date prescription or feed directive is to end
  - Name of the antibiotic given
  - Dosage of the antibiotic
  - Duration of the antibiotic
  - Method of administration of the antibiotic
  - Estimated or expected number of birds receiving the antibiotic prescription or feed directive
  - Any special instructions or precautions
- h) Were any antibiotics administered at a dosage or duration that differs from that on the label of the antibiotic? If yes, is there a written prescription from the veterinarian(s) of record. (*This is required, major NC if missing*)
- i) How are medically important antibiotics at grow-out farms administered?  
Via water?
- j) Is all documentation of medically important antibiotics use kept for two years?  
Who keeps these records?
- k) Is the name and contact information (*phone and/or email*) of veterinarian(s) ordering medicated feed written and easily accessible in each grow out barn?



- l) Is there documentation that veterinarian instructions for the administration (mixing, dosage, duration) of medically important antibiotics were received by the grower?
- m) The auditor shall determine and review the history of treatment for each therapeutic use only drug listed in Table 1.  
Is there a history of medically important antibiotic in the past year?
- If the answer is “no” or if the previous history of use is one or two times, then no further review is needed.
  - If there is a history of the antibiotic being used 3 times in the past year, then review to determine if the medically important antibiotic was used sequentially on the same flock or in the same barn. If it was not used sequentially, then no further review is needed.
- n) If any medically important antibiotic was used 3 or more times sequentially, is there is a written veterinary statement?
- Does the statement include a description of the problem(s), treatment(s) given, diagnostic laboratory results, and a written plan of action to correct the problem(s)?
  - Is there evidence that this report was sent to the appropriate contact at School Food FOCUS?

**Note:** If a successful solution to the problem(s) has been found that does not include the continued use of medically important antibiotics, the problem has been resolved and a plan of action is not needed.