

2. SERVICE NAME: DIAGNOSIS AND TREATMENT OF SICK ANIMALS

Description of the Service: Sick animals are being diagnose and give proper treatment.

Office or Divisions:	CITY VETERINARY OFFICE			
Classification:	SIMPLE			
Type of Transactions:	G2C (GOVERNMENT TO CLIENT)			
Who may avail:	LIVESTOCK RAISER			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
ANTI BIOTICS FOR TREATMENT VETERINARY SUPPLIES		VETERINARY DRUG AND SUPPLIES		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Sign in the client log book in the office	Give the logbook to the client	NONE	2 minutes	MARIEJOYCE A. GABRIEL Administrative Aide I
2.Request for diagnosis and treatment	Endorse to technical staff concern, discuss client concern and give recommendation	NONE	5 minutes	JASON C. GAÑGAN City Veterinarian
3.Purchase for antibiotic needed for treatment	Diagnose and conduct treatment	NONE	1 hour	ALBRIAN DELA LUNA Livestock Inspector RODEL T. AQUINO AI Technician
TOTAL:			1 hour & 7 minutes	

(please use additional sheet/s if necessary)