

**Veterinary Services Herd/Premises
Management Plan Requirements for Swine
Enteric Coronavirus Disease (SECD) Reported
Herds**

VERSION 3.0

United States Department of Agriculture (USDA)
Animal and Plant Health Inspection Service (APHIS)
Veterinary Services (VS)
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Veterinary Services (VS) Herd/Premises Management Plan Requirements for Swine Enteric Coronavirus Disease (SECD) Reported Herds

1. Purpose and Background

This guidance document describes the conditions, recommendations, and procedures for development of herd/premises management plan(s) in reported swine enteric coronavirus disease (SECD) affected herds. This document also provides guidance for development of fee-basis and service agreements along with reimbursement procedures for the activities outlined in these agreements.

The porcine epidemic diarrhea virus (PEDV) was identified in U.S. swine in May 2013. A lack of sufficient information necessary to fully describe the disease situation and to adequately assess actions to control the disease increases concerns from trading partners and stakeholders.

This guidance document does not create or confer any rights for or on any person and does not bind the U.S. Department of Agriculture (USDA) or the public. The information it contains may be made available to the public. While the document provides guidance for users outside Veterinary Services (VS), VS employees may not deviate from the directions provided herein without appropriate justification and supervisory concurrence.

2. Document Status

- A. Valid through September 2015
- B. This is a new document

3. Reason for Reissuance

Not applicable

4. Authority and Reference

Authorities: Code of Federal Regulations (CFR) and U.S. Code (U.S.C.).

Federal Order - Reporting, Herd Monitoring and Management of Novel Swine Enteric Coronavirus Diseases effective June 5, 2014, in accordance with 7 U.S.C. 8305, 8308, 8310, 8313, and 8315 as authorized by the Animal Health Protection Act (AHPA), as amended (7 U.S.C. 8401 et seq.).

5. Audience

VS employees, other affected Federal and State agencies, and affected members of the public.

6. Guidance

A. Herd/Premises Management Plan Overview

1. All producers or owners of swine confirmed as positive for SECD, which may include disease caused by PEDV and porcine deltacoronavirus or other novel enteric coronaviruses, are required to implement a herd/premises management plan for each premises reported with SECD.
2. In some situations, multiple premises within a production system may use one herd/premises plan, provided the APHIS VS Assistant District Director (ADD) for that State is notified (see Attachment 3 for details).
3. Copies of herd/premises management plans are to be submitted within 45 days after reporting of the premises as SECD positive to the APHIS VS ADD representing their State for entry into USDA data systems. A list of APHIS VS ADDs can be found in Attachment 1.

B. Herd/Premises Management Plan Development

1. Herd/premises management plans focus on herd-/premises-specific biosecurity protocols using proven industry standards and procedures necessary for minimizing the spread of SECD.
2. The herd/premises management plans should be developed with assistance from a veterinarian to ensure they are tailored to meet individual needs. If a veterinarian is not available, State and/or Federal officials are available to assist in developing a herd/premises management plan.
3. Herd/premises management plans need not be elaborate documents containing explicit practice or business information, but must contain the information as outlined in Section C of this guidance document.
4. A herd/premises plan summary is available for producers, veterinarians, and State and/or Federal veterinarians to complete (Attachment 2).

C. Herd/Premises Management Plans Must Contain Information Addressing

1. Premises identification information such as a premises identification number (PIN) or an alternative premises location identifier such as an address or location identifying description (LID).
2. Information indicating the type of herd as described to best fit the production categories.

Production types are as follows:

- Sow/Breeding
 - Nursery
 - Finisher
 - Farrow to Finish
 - Wean to Finish
3. General information on total animals the premises can accommodate by class size is necessary if reimbursement for biosecurity activities is requested. This information is voluntary; however, if reimbursement is requested, it must be provided.

Class sizes are as follows:

- Large Herds (those with a total inventory of 5,000 or more)
 - Medium Herds (with a total inventory of 2,000 to 4,999)
 - Small Herds (with a total inventory of 100 to 1,999)
 - Very Small Herds (a total inventory of 1 to 99)
4. Biosecurity of visitors and all vehicles entering or exiting the premises, which may include workers' personal vehicles, visitors' vehicles, delivery vehicles, feed trucks, rendering trucks, repair trucks, livestock transport vehicles, and types of personal protective equipment or procedures required for anyone entering/exiting the premises.
 5. Biosecurity of employees such as lines of separation, protective outerwear, donning and doffing practices, and information addressing employee movement practices from premises to premises (if applicable).
 6. Observation of herd health activities for disease or potential disease, including steps to take when a potential herd health issue is recognized.
 7. Livestock transport biosecurity protocols including, but not limited to, requirements for cleaning and disinfecting livestock hauling equipment, as well as the protocols for drivers and animal handlers. (Note: This information must be in the herd/premises plan if reimbursement for these activities is to occur.)
 8. Cleaning and disinfection of facilities and/or equipment as necessary to mitigate disease. This section may include manure removal biosecurity procedures (if applicable).
 9. Diagnostic testing to monitor status of the herd infection and assess biosecurity effectiveness should be continued under the supervision of and as required by a veterinarian and specified in the herd/premises plan. Diagnostic testing costs may be subsidized if samples are sent to participating National Animal Health Laboratory Network (NAHLN) laboratories for testing.
 10. Documentation and maintenance of records of swine movements for both inter- and intrastate animal movement in a manner that is accessible for State and Federal animal health authorities upon request. An animal movement document example is attached in Attachment 4.
 11. A Herd/Premises Plan Summary for Mitigating Novel Swine Enteric Coronavirus example is provided in Attachment 2. This plan summary can be used as the herd/premises management plan.

D. Submitting Herd/Premises Management Plans

1. Completed herd/premises management plans need to be signed and dated by the producer and veterinarian.
2. Veterinarians are responsible for providing a copy of the finalized herd/premises plan to the ADD overseeing the State of premises location (Attachment 1).
3. Completed herd/premises plans should be submitted within 45 days after becoming a reported herd.
4. In some situations, multiple premises within a production system may use one herd/premises plan, provided the APHIS VS ADD for that State is notified (see Attachment 3 for details). The premises number of the original herd is necessary if a new plan is not developed.

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5. Failure to submit herd/premises management plans may lead to movement restrictions by animal health authorities.

E. Reimbursable Activities

1. Herd/Premises Management Plan Development

- a. VS has established reimbursable fees for veterinarians professional services provided in conjunction with the development of herd/premises biosecurity management plans.
- b. Fee-basis activities involve payments of \$150 for development of an individual/original herd/premises management plan signed by the veterinarian and producer and sent to the ADD overseeing the State.
- c. Downstream premises that are confirmed positive herds may have a separate herd/premises management plan or may be linked to the original herd/premises management plan (flowchart for Disease Reporting Officers (DROs) in Attachment 3).

2. Reimbursable Diagnostic Activities- Through NAHLN laboratories

- a. Diagnostic testing activities may qualify for full/partial reimbursement to provide support to producers and veterinarians for cases compatible with SECD. This reimbursement will occur at the laboratory.
- b. Support in the payment of diagnostic PCR testing for the initial diagnosis and to support monitoring and management plans of herds/premises meeting the USDA case definition regardless of test result.
- c. Samples qualifying include individual animal samples or environmental samples (linked to a specific premises) which are derived from animals. Samples from trucks or research samples are not reimbursable.
- d. Approved sample types for SECD eligible for reimbursement through the NAHLN laboratories include:
 - i. Intestines
 - ii. Feces
 - iii. Fecal swabs
 - iv. Oral fluids
 - v. Environmental samples (associated with a farm site and live pigs)
- e. Should funds become unavailable, reimbursements may not be processed.

3. Reimbursable Biosecurity Activities

- a. Reimbursable biosecurity activities are limited to those listed in the herd/premises management plan pertaining to livestock transport vehicle cleaning/disinfection and purchase of disinfectant.
- b. Producers may only be reimbursed for the activities below (provided these are detailed in their herd/premises management plan):
 - i. Livestock transport vehicle cleaning and disinfection at a private or commercial wash facility.

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- ii. Purchase of approved disinfectants that are effective on SECD viruses (Attachment 10).
 - c. Biosecurity activities as described in herd/premises plans will be partially subsidized by APHIS. APHIS will provide reimbursements on a cost-share approach with amounts based on funding availability and herd size. Large Herds (those with a total inventory of 5,000 or more) will be limited to \$735 per month, Medium Herds (with a total inventory of 2,000 to 4,999) will be limited to \$600 per month, Small Herds (with a total inventory of 100 to 1,999) will be limited to \$500 per month, and Very Small Herds (a total inventory of 1 to 99) will be limited to \$250 per month.
 - d. Should funds become unavailable, reimbursements may not be processed and payees will be notified of the lack of available funding.
4. Unauthorized Reimbursable Activities
- a. Federal funding may not be used to support biosecurity and or disease prevention activities other than those listed above.
 - b. No stop fee or per-call charge will be reimbursed for veterinarians to develop, review, or verify a herd/premises management plan.
 - c. Reimbursements through NAHLN laboratories for environmental testing of samples not associated with a specific farm site such as truck washes, tractor trailers, trucks, other transport vehicles, feed, feed mills, research samples, or other non-farm site associated samples will not be authorized.
 - d. The accession fees associated with diagnostic sampling do not qualify for reimbursement.

F. Requirements for Reimbursable Services

1. Agreement (Fee-Basis and Forms)

- a. A fee-basis veterinarian agreement with the attached statement of work must be signed prior to herd/premises management plan reimbursement (VS form 1-9 or similar) (Attachment 5).
- b. For non-veterinarians (producers), a service agreement with the attached statement of work must be signed before payments for biosecurity and/or disease prevention activities in the herd/premises management plan can proceed (Attachment 6).
- c. VS will send the signed agreement along with the electronic funds transfer (EFT) form to Financial Operations Service Team at: 100 North 6th Street, Suite 510 C, Minneapolis, MN 55403, before payments can be processed. VS can electronically submit the forms to FOST@aphis.usda.gov or fax to 612-336-3561. The EFT contains the information (listed below) which is required to establish or update payee banking information: (Attachment 7)
 - i. Tax ID number
 - ii. Standard Privacy Act statement
 - iii. Electronic funds transfer/banking information



EFT_enrollment_form
.pdf

2. Payment for Fee-Basis Services (Herd/Premises Management Plan Development)

- a. Submission of completed, signed herd/premises management plan submitted to the ADD overseeing the State(s) of premises location.
- b. Veterinarians should submit to the ADD an invoice for services performed, with reimbursement limited to the amounts as described in the fee-basis agreement schedule. As an alternative, the veterinarian may complete, sign, and submit VS Form 8-18 (Statement of Services Performed) to the VS Office for reimbursement. VS will complete VS Form 8-19 (Checklist of Amounts Payable to Fee-Basis Veterinarians) and transmit the invoice (or VS Form 8-18) and VS form 8-19 to Financial Operation Services Team at 100 North 6th Street, Suite 510 C, Minneapolis, MN 55403, for payment, or VS can electronically submit the forms to FOST@aphis.usda.gov or via Fax to 612-336-3561. (Example in Attachment 8).



VS Form 8-19.xls



VS Form 8-18.xls

3. Payment for Reimbursable Services to Producers (livestock transport vehicle cleaning)

- a. Reimbursement for livestock transport vehicle cleaning and associated costs is permissible provided the activity is listed in the herd/premises management plan.
- b. Producers must sign the service agreement with the attached statement of work prior to reimbursement of livestock transport vehicle washing or disinfectant purchase costs. These documents must be provided to the ADD office.
- c. Producers must submit a certification statement of the activities performed and reimbursable amount to the VS ADD. The certification must contain the premises number or location identifying information of the reported premises for the associated activity (Attachment 9).
- d. The VS ADD will complete the certification and reimbursement request authorizing payment (amounts limited as described in the service agreement fee schedule) after confirming the activities are listed in the herd/premises management plan.
- e. VS will send the producer invoice and local certification for payment to Minneapolis for payment processing.

G. Questions

Questions regarding development of herd/premises management plans for SECD premises, fee-basis agreements, and reimbursable services should be directed to the ADD overseeing or working in the State of premises location.

H. Attachments

The Attachments listed below are provided as separate documents and are available on the [SECD Sharepoint Site](#).

Attachment 1 List of ADDs and States They Cover

Attachment 2	Herd/Premises Plan Summary for Mitigating Novel Swine Enteric Coronavirus
Attachment 3	DRO Flowchart for Herd/Premises Management Plans
Attachment 4	Animal Movement Documentation Example
Attachment 5	Fee Basis Agreement with Statement of Work (SOW) (Herd/Premises Management Plan)
Attachment 6	Service Agreement with Schedule of Fees (SOF) (Biosecurity Reimbursements)
Attachment 7	Electronic Funds Transfer (EFT) Form
Attachment 8	VS Form 8-18, VS Form 8-19 examples
Attachment 9	Biosecurity Payment Certification Form
Attachment 10	Disinfectants

I. Abbreviations

ADD	Assistant District Director
AHPA	Animal Health Protection Act
APHIS	Animal and Plant Health Inspection Service
CFR	Code of Federal Regulations
DRO	Disease Reporting Officer
EFT	electronic funds transfer
LID	location identifying description
NAHLN	National Animal Health Laboratory Network
PCR	polymerase chain reaction
PEDV	porcine epidemic diarrhea virus
PDCoV	porcine deltacoronavirus
PIN	premises identification number
SECD	swine enteric coronavirus disease
SOF	schedule of fees
SOP	standard operating procedure
SOW	statement of work
U.S.C	United States Code
USDA	United States Department of Agriculture
VS	Veterinary Services