



Maryland Department of Agriculture

Agriculture | Maryland's Leading Industry

Office of Marketing
Animal Industries and Consumer Services

Larry Hogan, Governor
Boyd K. Rutherford, Lt. Governor
Joseph Bartenfelder, Secretary
Julianne A. Oberg, Deputy Secretary

Animal Health

The Wayne A. Cawley, Jr. Building
50 Harry S. Truman Parkway
Annapolis, Maryland 21401
www.mda.maryland.gov

410.841.5810 Baltimore/Washington
410.841.5999 Fax
800.492.5590 Toll Free

May 22, 2020

RE: **GUIDELINES FOR SUBMISSION OF VFDS AND PRESCRIPTION RECORDS FOR MEDICALLY IMPORTANT ANTIMICROBIAL DRUGS**

Dear Maryland Veterinarian:

This letter is to inform you of your requirement to submit records on medically important antimicrobial drug use and provide instructions on how to submit these records. Medically important antimicrobial drugs are those listed in "Appendix A" of the U.S. Food and Drug Administration's Guidance for Industry #152 (copy attached).

Maryland Senate Bill 571, passed in April 2019, requires licensed veterinarians to submit all copies of Veterinary Feed Directives (VFD) and copies of prescriptions issued beginning January 1, 2020, to the Maryland Department of Agriculture (MDA) for any medically important antimicrobial drugs in feed or water prescribed to cattle, swine or poultry herds or flocks that have the following number of animals:

- (1) Cattle on a farm operation that sells 200 cattle or more per year;
- (2) Dairy cattle on a farm operation with a herd size of 300 or more dairy cattle;
- (3) Swine on a farm operation that sells 200 swine or more per year; or
- (4) Poultry on a farm operation that sells 60,000 birds or more per year.

Veterinarians must submit the prescription or VFD records noted above to the department **quarterly**, beginning June 30, 2020. Records may be submitted by:

- (1) Scanning records and uploading them through the [Maryland OneStop Portal](#), or
- (2) By inputting data from records directly into the MDA VFDRX database through the Maryland OneStop Portal.

This program can be used for creating VFDs also, at which point the data would automatically be submitted to MDA. There is no fee for record submission. **Instructions for accessing the portal and uploading or entering documents are on the attached "How to Submit RX and VFD Records to Maryland OneStop".**

Going forward, quarterly submissions are due on the following dates each year:

<u>QUARTER</u>	<u>QUARTER DATES</u>	<u>RECORDS DUE DATE</u>
1	January 1- March 31, 2020	June 30, 2020
2	April 1 – June 30, 2020	July 31, 2020
3	July 1 – September 31, 2020	October 30, 2020
4	October 1 – December 31, 2020	January 31, 2021

If you have any questions regarding these requirements, please call Dr. Jo Chapman at 410-841-5810 or njo.chapman@maryland.gov.

Sincerely,

Michael J. Odian, DVM
State Veterinarian

Attachments (2)

How to Submit Rx and VFD Records to Maryland OneStop

1. Go to <https://onestop.md.gov/> and search for **“Free VFD”**.
Alternatively, you can go to <https://bit.ly/mda-vfd-rx-upload> to get directly to the online form.
Consider bookmarking this page in your web browser.
2. Enter your OneStop username and password. If you have not created an account, you will have to do so by selecting **Register**.
3. Select **Apply Online**.
4. At the prompt **“Would you prefer to upload a complete, paper VFD or input your VFD information below”**? Select which of the two methods you want to use for reporting your VFD:
 - **Upload VFD or Prescription**
If you already have a digital version, you can upload it. If you have a printed VFD or RX, you can scan it as a PDF using a scanner or a mobile phone app. Then select this option and select **Choose Upload** for a prompt to upload your VFD file.
 - **Input VFD information**
If you haven't already written the RX or VFD yet, select this option to input the VFD or RX data. At the end of entering the relevant information, you can save the completed VFD as a PDF for sending to appropriate recipients.

To view and print your VFD to a PDF file that you can distribute, select the **Print** option.

If you select Submit before printing and still wish to print the VFD, you can do so by following the steps below:

How to View or Print A VFD or Prescription That You Have Submitted

1. Make sure you are logged into OneStop.
2. Select **My Dashboard**.
3. Under *Your Recent Applications*, select the link labeled **“Free VFD Form and Prescription Upload”** that corresponds to the VFD that you want to view.
4. View the completed VFD or prescription. You can print the VFD by selecting **Print**.

How to Upload or Submit Another VFD

In your browser, select the bookmark that you created when first starting out. Doing so brings you back to the page with the **Apply Online** step. Alternatively, you can search on the main Md OneStop page for “Free VFD”.

Having Trouble?

If you are having trouble uploading your document or filling out the online VFD, use the Contact Us link or email directly at onestop.support@maryland.gov and let us know. We'll get back with you quickly.