Steps:

The most recommended procedure is the 5 Step Dutch Method:

1. The first claw/digit  should be measured and trimmed-

This trimming will begin with the inner claw/digit.The measurements for the recommended length vary in cattle ,sheep and goat as well as being variable based  on species( e.g the recommended length for Holstein hooves are 3 ¼ inches).Generally speaking however trimming should be done until a pinkish colour is seen which indicates that you are nearing the “quick”,which is which is  a sensitive area made of soft tissue in the center of their hooves.When trimming the sole ,avoid over  trimming the rear of the sole so that heel height can be maintained as well as being kept  in line with the toe level.

1. Matching and trimming of the opposing claw/digit-The  same criteria in the first step should be repeated for the second step with respect to opposing digit(the outer claw in this case).Typically more  is trimmed from the outer digit than the inner digit as the inner digit  must retain more of the  hoof to facilitate weight bearing.
2. The soles should be modelled- when modelling the soles it is important that the white line on the inside of the toe should be avoided when trimming. In modelling the inner claws are both trimmed into a shape that allows for weight to not be borne on this part of the hoof.It also allows  for sediments etc to have  a space to flow through preventing build up
3. Relieve weight from affected claw and inspect for lesions- any lesions present in the form of  abscesses  or hemorrhages  in the white line or sole should be looked for.These can be tested for using a hoof knife.The skin between the toe and heels should also be observed.If any of these are observed therapeutic trimming techniques should be done.In this the claw is investigated using a hoof knife.and the lesions trimmed off and a block is applied to the healthy claw/digit.The block allows for a height difference to be created ,giving the affected claw time to heal..In the case of a sole ulcer the lesions, the necrotic tissue should be removed and the area around it slopped.
4. Remove / trim loose horn - the sole should be observed for any loose horn  and it should be subsequently removed.This is because loose horn is a common cause of heel erosion .The between the claws and  the heel should be observed for digital dermatitis.

After trimming the hooves should be sprayed with an antibiotic spray(very important in goats)