

FARM ANIMAL NURSING MENTORSHIP



VM 20800

CRITERIA HANDBOOK AND LOGBOOK

Purdue University is an equal access/equal opportunity/affirmative action university.

If you have trouble accessing this document because of a disability, please contact PVM Web Communications at vetwebteam@purdue.edu.

Index of Notebook

Student Information

- Goals of Clinical Mentorship
- Contact person at Purdue University
- Pre-requisites for Clinical Mentorship
 - ❖ Contracts and agreements
 - ❖ Insurance
- Selection of Clinical Mentorship site – facility criteria
- Selection of Mentorship Supervisor
- Criteria Handbook and Logbook
 - Completion of Clinical Mentorship

Clinical Mentorship Tasks

1. Video verification of required equipment and supplies
2. Approaching and Placing a Halter in the Bovine Patient*
3. Safely Operate Cattle Chute*
4. Application of Tail Restraint on the Bovine Patient*
5. Knot Tying: Square, Halter Tie, Clove Hitch, Bowline
6. Perform a Physical Exam in the Bovine Patient*
7. Subcutaneous Injection in the Bovine Patient**
8. Perform Jugular Venipuncture in a Ruminant Patient**
9. Intravenous Jugular Injection in Ruminant Patient**
10. Oral Liquid Medication in the Bovine Patient*
11. Oral Bolus Medication in the Bovine Patient*
12. Perform CMT in a Ruminant Patient*
13. Capturing, Handling and Restraining in the Ovine or Caprine Patient*
14. Perform a Physical Exam in the Ovine or Caprine Patient*

NOTE THE FOLLOWING DUE DATES FOR THE TASKS ABOVE:

<i>Fall or Spring semester</i>	<i>11:59 p.m. ET Thursday of week 1 – Task 1</i>
	<i>11:59p.m. Thursday of week 8 – Tasks 2-9</i>
	<i>11:59p.m. Thursday of week 12 – Tasks 10-14</i>
<i>Summer session</i>	<i>11:59 p.m. ET Thursday of week 1 – Task 1</i>
	<i>11:59p.m. Thursday of week 5 – Tasks 2-9</i>
	<i>11:59p.m. Thursday of week 8 – Tasks 10-14</i>

***Incomplete grades will not be assigned for mentorships at the end of the semester.
Grade penalties will be assessed for tasks submitted after the due date.
Resubmission due dates will be set by the instructor as required.***

IMPORTANT! See following page for Animal Use Guidelines

Animal Use Guidelines

The student shall abide by the following guidelines when performing mentorship tasks:

1. All animals used for demonstration of mentorship skills must be appropriately restrained by another person, for the safety of the patient and the student.
2. A mentorship task may be performed only once on a single animal.
3. A student may perform a maximum of ten (10) minimally invasive tasks (denoted by one asterisk) on a single animal within a 24-hour period.
4. A student may perform a maximum of three (3) moderately invasive tasks (denoted by two asterisks) on a single animal within a 24-hour period.
5. When combining tasks, a student may perform a maximum of five (5) minimally and three (3) moderately invasive tasks on a single animal within a 24-hour period.
6. Tasks denoted with no asterisks do not involve live animal use.

For example, a student might perform the following tasks on an animal in a single day:

1. Restrain a dog in sternal recumbency*
2. Restrain a dog in lateral recumbency*
3. Restrain a dog for cephalic venipuncture*
4. Restrain a dog for saphenous venipuncture*
5. Restrain a dog for jugular venipuncture*
6. Administer subcutaneous injection**
7. Administer intramuscular injection**
8. Intravenous cephalic injection – canine**

Failure to comply with the Animal Use Guidelines may result in failure of the Clinical Mentorship.

CONTACT PERSON

Any questions regarding the Clinical Mentorship process should be directed to:

Pam Phegley, BS, RVT
Purdue University
Veterinary Technology Program
625 Harrison Street, Lynn Hall G171
West Lafayette IN 47907
(765) 496-6809
phegleyp@purdue.edu

Questions regarding this mentorship (tasks, due dates, etc). should be directed to the instructor of this mentorship course.

STUDENT INFORMATION

GOALS OF CLINICAL MENTORSHIP

Working with a veterinary care facility, the student will perform tasks under the supervision of a clinical mentor (veterinarian or credentialed veterinary technician).

In order to achieve the goals for this Clinical Mentorship, the tasks must be performed to the level of competency as outlined by the criteria for each task. The submitted videos should demonstrate proficiency in performing skills that have been learned and practiced until the student feels comfortable. While occasional guidance from the mentor is acceptable during the learning phase, video submissions must show that the student can execute the task independently, smoothly, and competently without excessive direction or outside assistance. All tasks must be performed without reliance on the Task Verification Form or other written sources during the video. Video demonstration of each skill should reflect the ability to perform the skill autonomously, as would be expected in clinical practice.

The student is responsible for providing documentation for each task as defined by the *Materials Submitted for Evaluation and Verification* section on each task.

In addition to the documentation, the Clinical Mentorship site supervisor will verify that the student performed the task under their supervision.

Final approval of successful performance and completion of the Clinical Mentorship will be made by the Purdue University instructor in charge of the Clinical Mentorship. This approval will be based upon the documentation provided by the student.

The Purdue University instructor in charge has the option to require additional documentation if, in their judgment, the student has not performed and/or documented the task to the level set by the Criteria.

Documentation of completed tasks is essential to validating the educational process and insuring that the performance of graduates of the Veterinary Nursing Distance Learning Program meets the standards of quality required by the Purdue University College of Veterinary Medicine faculty and the American Veterinary Medical Association accrediting bodies.

Essential criteria for each skill are denoted by **(critical)** and must be included in the performance of the skill in order for the task to be approved. Failure to demonstrate any **(critical)** steps clearly will result in resubmission of the task. Critical components include actions or omissions that would compromise patient or personal safety, cause potential immediate harm to the patient or personnel, demonstrate a serious breach of infection control protocols, show a fundamental lack of knowledge of performance of the task, or fail to demonstrate required AVMA essential skills.

Live narration of videos is expected for all submissions. If a student wishes to submit a video with voice-over they must contact the instructor prior to making the video to discuss whether an exception may be made. Certain tasks require live narration, and exceptions will not be made for those.

Continuous, unedited video is preferred, and is required for some tasks. Required continuous, unedited video will be noted in the task description. If video is not continuous, the student must ensure that all criteria are demonstrated in the video clips.

PRE-REQUISITES FOR CLINICAL MENTORSHIP

Agreements

Because of legal, liability and AVMA accreditation issues, the following documents must be submitted prior to beginning the Clinical Mentorship

1. Clinical Mentorship and Facility Requirement Agreement
2. Supervisor Agreement
3. Release of Liability, Health Risk and Insurance, Technical Standards and Mentorship Code of Conduct
4. Professional Liability Insurance Coverage

These documents are available on the VNDL website.

If more than one Clinical Mentorship course is taken, separate Clinical Mentorship and Facility Requirement Agreement and Supervisor Agreement must be completed for each course.

More than one Mentorship Supervisor may sign the mentorship logbook. Each must be either a DVM or a credentialed technician, and must complete a separate Supervisor Agreement.

Failure to complete and submit the listed documents and/or non-payment for Student Professional Liability Insurance Coverage will prevent the student from enrolling in the Clinical Mentorship

Insurance

Two types of insurance are recommended or required for the student working in a Clinical Mentorship.

Health Insurance is highly recommended to cover the medical expenses should the student become injured while on the job. It is the student's responsibility to procure such insurance.

Liability Insurance is required to protect the student in the event of a suit filed against the student for acts he/she performed while in the Clinical Mentorship.

Each VNDL student is required to purchase, for a nominal fee, Professional Liability Insurance through Purdue University. The fee covers from the time of initiation of coverage until the subsequent July 31st.

Students will not be enrolled in Clinical Mentorships until the Professional Liability Insurance is paid, and the student is covered by the policy.

WHAT TO LOOK FOR IN A MENTORSHIP FACILITY

When evaluating a facility for clinical mentorships, the student should thoroughly research the site. It is strongly suggested to visit the site if not currently working there. This experience is a chance to begin to apply the wealth of knowledge and skills acquired and developed to this point in the veterinary nursing education. The following are points of discussion or questions to consider when evaluating the site (RVT includes any credentialed veterinary technician):

- Does the site currently have credentialed veterinary technicians/nurses on staff?
- Are there any boarded DVM specialists or VTS RVTs on staff?
- What is the role of the technician/nurse versus other members of the staff (such as veterinary assistants)?
- What is the overall size of the staff (professional and paraprofessional staff)?
- Is the site an accredited practice or facility (AAHA, ALAC, etc.)?
- Has the site hosted a VNDL student in the past?
- Does the staff seem receptive to hosting a student?
- Is the site located in a safe and easily accessible location? Are there geographical considerations?
- Is this also an employment opportunity?
- Ask the supervisor:
 - What are their specific goals for the student?
 - Have they ever been a supervisor before for a veterinary technician/nursing student?
 - Who else at the site may be involved in supervision?
 - Do they have any concerns for the legal allowances in which the student may perform certain tasks?

It is strongly recommended that the student show potential mentorship supervisor(s) examples of mentorship logbooks, so they are aware of what the student will need to accomplish in this facility. The discussion should include that most tasks will require videos of the student performing skills, and how this will be accomplished. A student may have multiple supervisors (either DVM or credentialed technician), and one must be present any time the student is performing skills for a clinical mentorship. Supervisors sign Task Verification forms which state that they observed the student as they performed each task. Mentorship supervisors act as coaches and must be present to ensure the safety of the patient and personnel. They are not involved in evaluation of skills; this is done by Purdue instructors.

SELECTING THE CLINICAL MENTORSHIP SITE – FACILITY REQUIREMENTS

The student must visit the Clinical Mentorship Site and determine if the following supplies and equipment are readily available for use during the Clinical Mentorship. The mentorship supervisor will verify the availability of required items by completing the Mentorship and Facility Requirement Agreement.

The veterinary care facility must be equipped:

With the following equipment:

- Bovine halter
- Cattle chute
- Digital thermometer (not mercury)
- Stethoscope
- Balling gun (multiple sizes)
- CMT Kit including paddle and reagents

With the following items:

- Syringes of various sizes
- Needles of various sizes
- 4x4 gauze sponges
- Isopropyl alcohol
- Water-soluble lubricant

The following animals must be available for the student's use:

- Cows
- Sheep or Goats

SELECTION OF CLINICAL MENTORSHIP SUPERVISOR

The Clinical Mentorship Supervisor is the person who will sign Task Verification forms that verify performance of tasks at the Clinical Mentorship site. This person must be a credentialed veterinary technician (have graduated from an AVMA accredited program or met State requirements for credentialing as a veterinary technician) or a licensed veterinarian.

An individual who claims to be a “veterinary technician” but has not met the criteria for credentialing above is not eligible to be mentorship supervisor.

The individual is not considered to be an employee of Purdue University when acting as your Clinical Mentorship supervisor.

Each Clinical Mentorship Supervisor must complete a *Clinical Mentorship Supervisor Agreement*. These agreements must be submitted prior to beginning the Clinical Mentorship. Multiple supervisors may be used for documentation of mentorship tasks. Each supervisor must complete a separate agreement.

Should the Clinical Mentorship Supervisor change during the course of the Clinical Mentorship, the student will need to have the new supervisor complete a *Clinical Mentorship Supervisor Agreement* and submit to the Purdue VNDL office.

ALL TASKS PERFORMED FOR A MENTORSHIP MUST BE OBSERVED IN PERSON BY A SUPERVISOR FOR WHOM DOCUMENTATION HAS BEEN SUBMITTED

CRITERIA HANDBOOK AND LOGBOOK

This Criteria Handbook and Logbook contains the list of tasks that must be successfully completed in order to receive credit for this Clinical Mentorship. The student is expected to have learned the basics of how, why, and when each procedure is to be done from the courses listed as pre-requisites for this Clinical Mentorship. This booklet contains the directions and forms that must be followed and completed in order to meet the standards set for successful completion of this Clinical Mentorship.

Please read each component of each task carefully before performing the task to minimize required resubmissions. The components of each task are summarized:

Goal – Describes the ultimate outcome of the task the student will perform.

Description – Lists the physical acts the student will perform, and under what conditions these acts will be completed.

Criteria – Lists specific, observable, objective behaviors the student must demonstrate for each task. The ability to demonstrate each of these behaviors will be required in order to be considered as having successfully completed each task. **Essential criteria for each skill are denoted by (critical) with an asterisk * and must be included in the performance of the skill in order for the task to be approved. Failure to demonstrate any (critical) steps clearly will result in resubmission of the task.**

Number of Times Task Needs to be Successfully Performed – States the required number of times to repeat the tasks. The patient's name and the date each repetition of the task was performed must be recorded on the Task Verification Form.

EACH REQUIRED REPETITION OF THE TASK MUST BE PERFORMED ON A DIFFERENT ANIMAL. The student may not use the same animal to do all of the repetitions of a task. However, the same animal may be used to perform different tasks. In other words, one can't do three ear cleanings on the same animal, however, one may do an ear cleaning, an anal sac expression, and a venipuncture on the same animal.

Materials Submitted for Evaluation and Verification – These specific materials, which usually include video or other materials, must be submitted to demonstrate that the student actually performed the task as stated. Each evaluation states specifically what must be shown in the submitted materials.

The Purdue University course instructor for this Clinical Mentorship has the option to request further documentation if the submitted materials do not clearly illustrate the required tasks.

It is recommended that the video materials document all angles of the procedure. The purpose of the video and other material is to provide "concrete evidence" that the student was able to perform the task to the standard required.

Pre-planning the videos will help reduce the need to resubmit tasks. The student should narrate the video as they work, explaining what they are doing and why. This helps the evaluator follow the thought process and clarify what is seen on the video. The student's face must be shown at some point in every video to verify their identity. The name and/or number of the task should be either stated at the beginning of the video or embedded (written) into the video itself.

This validation is essential to help the Purdue VNDL meet AVMA accreditation criteria. Therefore, it is essential that the student follows the evaluation and validation requirements.

Task Verification Forms – Each task has a form that must be completed and signed by the Clinical Mentorship Supervisor. A supervisor must observe every performance of a skill for a clinical mentorship.

Supplementary Materials – Logs, written materials, photographs, or other forms/documentation may be required for specific tasks. The “Materials to be Submitted for Evaluation” section outlines what is required to submit for each task.

COMPLETION OF THE CLINICAL MENTORSHIP

Mentorship logbooks include due dates for sets of tasks. Each set must be submitted by the deadline listed in the logbook. Late submissions will incur a grade penalty. Incomplete grades will not be assigned for mentorships at the end of each semester.

Feedback will be posted to the Brightspace assignment following review of each task. As necessary, instructors may require resubmission of some tasks. When feedback is posted, due dates for resubmissions will be given. ***It is crucial that students with pending feedback set their Brightspace to notify them when feedback and scores are posted, so this information is received in a timely manner.***

Final approval of successful performance and completion of the Clinical Mentorship will be made by the Purdue University instructor in charge of the Clinical Mentorship based upon the documentation provided by the student.

Upon successful completion of all tasks in the clinical mentorship course, a grade will be assigned by the course instructor based upon the documented performance of the tasks.

Note: A student who is dismissed from their mentorship facility may fail the course and may be dismissed from the program.

Task Verification forms and other written materials should be submitted in **Assignments** in Brightspace. Task Verification forms are due by the task due date in order for each task to be complete. You must assign the forms and any other supplemental paperwork required for the tasks, to the correct course assignment in order for the instructor to view them.

Videos should be submitted in **Assignments** in Brightspace. This method of online submission does not limit how much you put on, is no cost to you, and automatically archives. You must assign the videos to the correct course assignment in order for the instructor to view them.

Patient proof of rabies vaccination should be submitted in **Assignments** in Brightspace for all patients used for mentorship tasks by unvaccinated students. This is due by the task due date. Patient ID, age, date of vaccination, and either type of vaccine (1- or 3-year) or due date for booster must be shown.

OSHA Compliance should be demonstrated in videos and photographs submitted. The student should always be aware of workplace safety and compliance. Violations such as human food and drink in hospital areas, unlabeled secondary containers, lack of PPE, etc. will be noted and may result in point deductions or task resubmission.

Using Kaltura for Video Assignments

Kaltura is a secure streaming service that Purdue offers for faculty, staff, and students. Videos uploaded to an assignment via Kaltura will only be accessible to instructor(s) within the course.

Step 1: Set Video Type on Your Device

Confirm your device is recording in a format accepted by Kaltura; common formats include:

- .MOV/.MP4/.M4V • .WMV
- .AVI
- .WEBM

Kaltura cannot accept the HEVC video format.

iPhone/iPad:

- *Click* on **Settings->Camera->Formats**
- *Change* the format to **Most Compatible**.

Android:

- In your camera application's settings, *change* the video recording format to **MOV, M4V, or MP4**.

Desktop/Laptop:

- Depending on your recording application, you will need to save your video recording as a common video format (such as .mp4, .mov, or .m4v).

Step 2: Allow your Browser to use Pop-Up Windows

Confirm your browser has pop-ups enabled. Kaltura will pop open a window for you to upload your video.

Use the *Help* feature in your preferred browser if you need assistance in enabling pop-up windows.

If you do not allow pop-up windows on your browser, you will not be able to upload videos.

Step 3: Ensure You Have a Stable High-Speed Internet Connection

Confirm you have a **stable** internet connection; if you are on a connection that can disconnect on a regular basis your upload may be cancelled. Additionally, you will need to have a **high-speed** connection. Videos may have large file sizes, and a slow connection may result in your video taking a very long time to upload. If you need a stable and fast internet connection but do not have one at home, consider using public wifi at a library or coffee shop.

Step 4: Uploading Your Task Verification Form (TVF)

You must upload your TVF at the same time that you upload your video.

- *Open* the assignment in Brightspace
- *Click* on the **"Add a File"** button. A dialogue box will open allowing you to select the TVF file to upload from your device.

Step 5: Uploading Your Video

Once you have uploaded your TVF, you can upload your video. Scroll down on the page to the Comments area.

- *Click* on the **Insert Stuff** icon on the text editor.
- On the **Insert Stuff** menu that opens, *click* on **Add Kaltura Media**.
- On the **Insert Stuff** window, *click* the **plus** button. On the menu that opens, *click* **Media Upload**.
- The **Upload Media** window will open. *Click* on **Choose a file to upload** to select a file on your computer, or *click and drag* the video file into the box.
- Depending on your internet connection speed and the file size, it may take a few minutes to upload the file. **Allow the file to upload completely and do not close the window.**

You may alter the name of the file and add a description.

Once the file is uploaded and any name or description changes have been made, *click*

</> Save and Embed to save the video to Kaltura.

- If your video has processed, you may see a preview. Otherwise, you may see an animation that your video is still processing. Even if the video is still processing, you can still submit the video. *Click* **Insert** to add the video to the assignment or discussion
- Your video will be added to the text box. *Click* **Submit** to turn in your assignment.
- You may confirm your submission by clicking on the link to the assignment or discussion and seeing if you can view the video.

For Support Contact the PVM Instructional Design team at pvm@purdue.edu for assistance.

CLINICAL MENTORSHIP TASKS

INTRODUCTION TO ESSENTIAL TASKS AND CRITERIA

Before starting each task:

1. Read the Goal, Description, Criteria, and Materials to be Submitted for Evaluation and Verification. Understand what is expected for each task.
2. Make sure that all equipment and supplies needed to complete the task are available. Pay particular attention to the details of what needs to be documented and submitted.
3. Make sure to obtain appropriate permissions where necessary. Please inform the facility's owner/manager of activities. A good relationship with the veterinarian in charge is key to having a positive Clinical Mentorship experience.

After performing each task:

4. Label all items submitted so that the materials submitted for evaluation and validation at Purdue are identified as the student's submission.
5. Label all videos posted to Brightspace with the task number.
6. Submit materials by the deadlines listed in the course syllabus

1. VIDEO VERIFICATION OF REQUIRED EQUIPMENT AND SUPPLIES

Goal: Ensure that the student will have access to all equipment and supplies necessary to complete the skills in this course.

Description: The student will provide a narrated video showing equipment and supplies specific to this mentorship, to verify that required items are available to them and adequate for completion of tasks in their facility.

Criteria: The student introduced the video and showed their face clearly

The student walked through the facility and showed the following clearly:

- Bovine halter
- Cattle chute
- Balling gun
- CMT test materials

Number of Times Task Needs to be Successfully Performed: 1

Materials Submitted for Evaluation and Verification:

1. Task Verification Form for Video Verification of Required Equipment and Supplies, signed by the Clinical Mentorship supervisor.
2. One video showing the student as they introduced themselves and walked through the facility, showing the listed items clearly. The student narrated the video live as they showed items.

Student Name: _____

Supervisor Name: _____

RVT, CVT, LVT
DVM, VMD

I verify that the student will have access to the items shown, for tasks in this course.

Signature of Clinical Mentorship Supervisor: _____

2. APPROACHING AND PLACING A HALTER IN THE BOVINE PATIENT

Goal: The student will safely approach and place a halter on a bovine patient either in a pen or a chute

Description: The student will approach the bovine patient and place a halter on the patient. The student will be aware of the patient's demeanor, attitude, and body language.

Criteria: The student observed the patient from a distance.

*The student approached the patient calmly and quietly.

The student approached the patient from the left side while verbalizing, so the patient was aware of the student.

The student took the appropriate steps to calm the patient if it became uneasy.

The student placed a hand on the patient without undue stress on the patient.

*The student approached the patient and placed the halter on the far ear.

*The student placed the halter on the near ear.

*The student placed the muzzle into the halter with the lead under the chin and on the patient's left side.

The student completed the final adjustments to the halter so that the halter was comfortable to the patient and was fitted appropriately.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Approaching and Placing a Halter in the Food Animal Patient task, signed by the clinical mentorship supervisor.
2. One video that clearly shows the student approaching a bovine patient and placing a halter as defined in the above criteria for this task. Clear verbalization of the process should occur throughout the video.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Date: _____

Date: _____

I verify that the student performed these tasks under my supervision.

Signature of Clinical Mentorship Supervisor: _____

3.SAFELY OPERATE CATTLE CHUTE

Goal: The student will successfully restrain a bovine patient with the use of a cattle chute

Description: The student will successfully participate in restraint of a bovine patient with the use of a cattle chute. The student will ensure that no harm is done to the patient or personnel

Criteria: The student set the head catch in anticipation of the patient entering the chute

The student placed their hands on the head catch mechanism in preparation.

*The student quickly engaged the mechanism when the patient's head entered the head catch.

*The student successfully engaged the head catch mechanism so that the patient did not go through or back out of the head catch.

*The student successfully released the patient without harm to the patient or themselves.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Safely Operate a Cattle Chute task, signed by the clinical mentorship supervisor.
2. One video that clearly shows the student using a head catch as defined in the above criteria for this task. Clear verbalization of the process should occur throughout the video.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Date: _____

Date: _____

I verify that the student performed this task under my supervision.

Signature of Clinical Mentorship Supervisor: _____

4. APPLICATION OF TAIL RESTRAINT IN THE BOVINE PATIENT

Goal: The student will apply tail restraint in the bovine patient.

Description: The student will apply tail restraint so that a second person may treat a bovine patient. The student will observe the behavior of the patient while tail restraint is being applied and adjust the restraint as necessary to protect the other person.

Criteria: The student approached the patient safely who was already in the stocks.

*The student grasped the tail close to the base and lifted it over the back of the patient.

The student restrained the distal end of the tail so they were not hit in the face with it.

*The student applied pressure to the tail, continuing to take it straight over the patient's spine without going beyond perpendicular so not causing injury to the patient.

The student relaxed the hold on the tail as desired when the second person was not actively in danger.

The student released the tail of the patient and stepped away.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Application of Tail Restraint in the Bovine Patient task, signed by the clinical mentorship supervisor.
2. One video that clearly shows the student applying tail restraint as defined in the above criteria for this task. Clear verbalization of the process should occur throughout the video.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Date: _____

Date: _____

I verify that the student performed this task under my supervision.

Signature of Clinical Mentorship Supervisor: _____

5.. KNOT TYING DEMONSTRATION

Goal: The student will demonstrate the use of different knots.

Description: The student will demonstrate the use of the knots listed below. The knots will be demonstrated in a situation where they are actually used.

- **Square Not**
- **Bowline**
- **Clove Hitch**
- **Halter Tie**

Criteria: **Square Knot**

The student explained the choice of knot and gave the correct reason for its use and why it was appropriate in the situation.

The student correctly tied the knot according to the text/video from VCS 23700 and verbalized what they were doing as they tied the knot.

The student tightened the knot so that it would not move.

The student displayed the knot tied and in use.

Bowline Knot

The student explained the choice of knot and gave the correct reason for its use and why it was appropriate in the situation.

The student correctly tied the knot according to the text/video from VCS 23700 and verbalized what they were doing as they tied the knot.

The student tightened the knot so that it would not move.

The student displayed the knot tied and in use.

The knot did not slide or tighten.

Clove Hitch

The student explained the choice of knot and gave the correct reason for its use and why it was appropriate in the situation.

The student correctly tied the knot according to the text/video from VCS 23700 and verbalized what they were doing as they tied the knot.

The knot did not come loose when challenged by a patient.

Halter Tie

The student explained the choice of knot and gave the correct reason for its use and why it was appropriate in the situation.

The student correctly tied the knot according to the text/video from VCS 23700 and verbalized what they were doing as they tied the knot.

The knot held when challenged by the patient.

The knot came free quickly when untied by the student.

Number of Times Task Needs to be Successfully Performed: 3 each type of knot

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Knot Typing Demonstration task, signed by the clinical mentorship supervisor.
2. A video that clearly shows the student tying knots as defined in the above criteria for this task. Clear verbalization of process should occur throughout the video. There must be a close-up view of each knot once it is completed.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Dates (Square): _____

Dates (Bowline): _____

Dates (Clove Hitch): _____

Dates (Halter Tie): _____

I verify that the student performed this task under my supervision.

Signature of Clinical Mentorship Supervisor: _____

6. PERFORM A PHYSICAL EXAMINATION IN THE BOVINE PATIENT

Goal: To complete an accurate physical examination and record the information accurately in the patient's record.

Description: The student will perform a systematic physical examination of all major body systems on a food animal patient, and record this information on a Physical Examination sheet. As an alternative, the student may photocopy the recorded physical examination from the clinical record if allowed by the clinical mentorship supervisor. The clinical mentorship supervisor will verify the accuracy of the physical examination and observe the student performing the physical examination to verify the criteria of this task.

Criteria: *The student observed the patient to assess attitude before approaching the patient to begin the physical examination.

*The student examined each of the following items on the physical examination:

- Temperature, pulse, respiration
- Capillary refill time/Mucous membranes
- General appearance
- Body scoring
- Integumentary system
- Musculo-skeletal system
- Circulatory system
- Respiratory system
- Genito-urinary system
- Nervous system
- Ears

The student accurately recorded the findings of the physical examination including any abnormalities.

Number of times Task Needs to be Successfully Performed: 3

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Perform a Physical Exam in a Food Animal Patient task, signed by the clinical mentorship supervisor.
2. For each patient, either the original written record of the Physical Examination on the forms provided or a photocopy from the clinical record of the recorded Physical Examination signed by both the student and the clinical mentorship supervisor. Photocopy of the clinical record may only be done with permission of the veterinarian.
3. One video either with a client animal or another bovine in which the student performs and records a Physical Examination. The Physical Examination recorded must be one of the 3 Physical Examination forms submitted by the student so that the video observations can be correlated with the written comments. The video should clearly show the student performing each of the required components of the Physical Examination. The student must narrate all criteria clearly on the video.

Student Name: _____

Supervisor Name: _____

RVT, CVT, LVT
DVM, VMD

PHYSICAL EXAMINATION SHEET

Patient's Name _____ Date of Examination _____

Species _____ Age _____

CONDITION _____ TEMPERAMENT _____ T _____ P _____ R _____ WEIGHT _____

1 GENERAL APPEARANCE ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	8 NERVOUS SYSTEM	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>
2 INTEGUMENTARY ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	9 EARS	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>
3 MUSCULOSKELETAL ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	10 EYES	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>
4 CIRCULATORY ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	11 LYMPH NODES	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>
5 RESPIRATORY ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	12 TONSILS	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>
6 DIGESTIVE ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	13 MUCOUS MEMBRANES	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>

*(Explain below)

Physical Examination conducted by: _____

Student's Name Printed

I attest that the student performed this physical examination under my supervision

Clinical Mentorship Supervisor Signature

PHYSICAL EXAMINATION SHEET

Patient's Name _____ Date of Examination _____

Species _____ Age _____

CONDITION _____ TEMPERAMENT _____ T _____ P _____ R _____ WEIGHT _____

1 GENERAL APPEARANCE ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	8 NERVOUS SYSTEM	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>
2 INTEGUMENTARY ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	9 EARS	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>
3 MUSCULOSKELETAL ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	10 EYES	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>
4 CIRCULATORY ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	11 LYMPH NODES	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>
5 RESPIRATORY ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	12 TONSILS	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>
6 DIGESTIVE ABNORMAL*	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/> ABNORMAL*	13 MUCOUS MEMBRANES	<input type="checkbox"/> NOT EXAMINED	<input type="checkbox"/> NORMAL	<input type="checkbox"/>

*(Explain below)

Physical Examination conducted by: _____

Student's Name Printed

I attest that the student performed
this physical examination

Clinical Mentorship Supervisor Signature

PHYSICAL EXAMINATION SHEET

Patient's Name _____ Date of Examination _____

Species _____ Age _____

CONDITION _____ TEMPERAMENT _____ T _____ P _____ R _____ WEIGHT _____

<p>1 GENERAL APPEARANCE [] NOT EXAMINED [] NORMAL [] ABNORMAL* ABNORMAL*</p> <p>2 INTEGUMENTARY [] NOT EXAMINED [] NORMAL [] ABNORMAL* ABNORMAL*</p> <p>3 MUSCULOSKELETAL [] NOT EXAMINED [] NORMAL [] ABNORMAL* ABNORMAL*</p> <p>4 CIRCULATORY [] NOT EXAMINED [] NORMAL [] ABNORMAL* ABNORMAL*</p> <p>5 RESPIRATORY [] NOT EXAMINED [] NORMAL [] ABNORMAL* ABNORMAL*</p> <p>6 DIGESTIVE [] NOT EXAMINED [] NORMAL [] ABNORMAL* ABNORMAL*</p>	<p>8 NERVOUS SYSTEM [] NOT EXAMINED [] NORMAL []</p> <p>9 EARS [] NOT EXAMINED [] NORMAL []</p> <p>10 EYES [] NOT EXAMINED [] NORMAL []</p> <p>11 LYMPH NODES [] NOT EXAMINED [] NORMAL []</p> <p>12 TONSILS [] NOT EXAMINED [] NORMAL []</p> <p>13 MUCOUS MEMBRANES [] NOT EXAMINED [] NORMAL []</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

*(Explain below)

Physical Examination conducted by: _____

Student's Name Printed

I attest that the student performed
this physical examination

Clinical Mentorship Supervisor Signature

7. SUBCUTANEOUS INJECTION IN THE BOVINE PATIENT

Goal: Successfully administer medication to a food animal patient by subcutaneous injection such that the medication is correctly administered without injury to either the patient or veterinary personnel.

Description: The student will administer either a prescribed medication or saline placebo by subcutaneous injection.

Criteria: *The student made sure the patient was properly restrained.

*The student selected the proper site for administration.

The student removed any debris from the injection site with alcohol or other appropriate antiseptic.

*The student properly introduced the needle into the site of administration.

*The student aspirated the syringe to check for blood or air prior to injection.

*The student successfully administered the prescribed amount of medication.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification for Administration of Subcutaneous Injection in the Food Animal Patient task, signed by the clinical mentorship supervisor.
2. One video that clearly shows the student administering a subcutaneous injection as defined in the above criteria for this task. The video should clearly show the student, the position of the needle/syringe, the aspiration of the syringe, and the administration site on the patient.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Date: _____

Date: _____

I verify that the student performed this task under my supervision.

Signature of Clinical Mentorship Supervisor: _____

8. PERFORM JUGULAR VENIPUNCTURE IN A RUMINANT PATIENT

Goal: To successfully collect a blood sample from a ruminant through jugular venipuncture

Description: The student will collect a blood sample from the jugular vein from a properly restrained ruminant patient.

Criteria: *The student made sure the patient was properly restrained.

The student correctly placed his/her finger in the jugular groove to act as a tourniquet.

*The student palpated the area to determine the location of the jugular vein.

The student wiped the area with alcohol.

*The student placed the needle in the skin with the bevel up and in the proper location.

*The student's hand was in the proper position to hold the syringe and draw back on the plunger to obtain the sample.

*The student acquired the necessary volume for the tests ordered.

The student released the digital tourniquet when the appropriate volume was achieved.

*The student placed a digit over the puncture site.

*The needle and syringe were removed from the patient and digital pressure was continued to prevent a hematoma.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Jugular Venipuncture in the ruminant patient task, signed by the clinical mentorship supervisor.
2. One video that clearly shows the student performing jugular venipuncture as defined in the above criteria for this task. Clear verbalization of process should occur throughout the video.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Date: _____

Date: _____

I verify that the student performed this task under my supervision.

Signature of Clinical Mentorship Supervisor: _____

9. INTRAVENOUS JUGULAR INJECTION IN A RUMINANT PATIENT

- Goal:** Successfully administer medication by intravenous jugular injection such that the medication is correctly administered without injury to either the patient or veterinary personnel.
- Description:** The student will administer either a prescribed medication or saline placebo in the jugular vein.
- Criteria:**
- *The student made the sure the patient was properly restrained.
 - *The student selected the proper site for administration.
- The student removed any debris from the injection site with alcohol or other appropriate antiseptic.
- *The student properly introduced the needle into the site of administration.
 - *The student aspirated the syringe to check for blood prior to injection.
 - *The student injected the drug without signs of extravasation.
 - *The student or restrainer properly applied pressure to the puncture site to reduce bleeding.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification Form for Administration of Intravenous Jugular Injection in the ruminant patient task, signed by the clinical mentorship supervisor.
2. One video that clearly shows the student administering an intravenous injection as defined in the above criteria for this task. The video should clearly show the student, the position of the needle/syringe, the introduction of the needle, the backflow of blood, the push of medication into the vein, and the area of vein after needle withdrawal showing no signs of extravasation. Clear verbalization of process should occur throughout the video sequence.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Date: _____

Date: _____

I verify that the student performed this task under my supervision.

Signature of Clinical Mentorship Supervisor: _____

10. ORAL LIQUID MEDICATION IN THE BOVINE PATIENT

- Goal:** Successfully administer oral liquid medication to a food animal patient such that the medication is swallowed without injury to either the patient or veterinary personnel.
- Description:** The student will administer oral liquid medication to a food animal patient, restrained by stocks or chute, without causing the patient to choke, or harming the patient.
- Criteria:**
- *The student made sure the patient was properly restrained.
 - The student was able to open the mouth of the patient.
 - *The student maintained control of the head during the administration of the medication.
 - *The student was able to insert the drenching instrument.
 - *The medication was swallowed without choking.
 - *The student was able to control the patient in a manner that was adequate to administer the medication yet did no harm to the patient.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification for Administration of Liquid Medication in the Food Animal Task, signed by the clinical mentorship supervisor.
2. One video that clearly shows the student administering oral liquid medication as defined in the above criteria for this task. The video should clearly show the placement of the student's hands, the position of the patient, and the patient swallowing the medication. Clear verbalization of process should occur throughout the video sequence.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Date: (Stomach Tube) _____

Date: (Drenching) _____

I verify that the student performed this task under my supervision.

Signature of Clinical Mentorship Supervisor: _____

11. ORAL BOLUS MEDICATION IN THE BOVINE PATIENT

Goal: Successfully administer a bolus orally to a food animal patient such that the medication is swallowed without injury to either the patient or veterinary personnel.

Description: The student will administer a bolus to a food animal patient, restrained by stocks or chute, without causing the patient to choke, or harming the patient.

Criteria: *The student made sure the patient was properly restrained.

*The student restrained the head of the patient.

The student was able to open the mouth of the patient.

*The student maintained control of the head during the administration of the medication.

*The student used the appropriate size balling gun for the patient's size.

*The student inserted the balling gun in the patient's mouth and over the

tongue. *The medication was swallowed without choking.

*The student was able to control the patient in a manner that was adequate to administer the medication yet did no harm to the patient.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Administration of Bolus Medication in the Food Animal Patient task, signed by the clinical mentorship supervisor.
2. One video showing the student administering oral bolus medication to a patient as defined in the above criteria for this task. The video should clearly show the placement of the student's hands, the position of the patient, and the patient swallowing the bolus. Clear verbalization of process should occur throughout the videotaped sequence.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Date: _____

Date: _____

I verify that the student performed this task under my supervision.

Signature of Clinical Mentorship Supervisor: _____

12. PERFORM CALIFORNIA MASTITIS TEST (CMT) IN A RUMINANT PATIENT

- Goal:** Collect milk samples and accurately perform a California Mastitis Test.
- Description:** The student will collect milk samples from a female ruminant patient and perform a California Mastitis Test.
- Criteria:**
- *The student collected milk samples from each quarter in four clean CMT paddle cups labeled A, B, C, D.
 - *The student added an equal amount of CMT reagent to each cup in the paddle.
 - *The student rotated the CMT paddle in a circular motion for ten seconds, to thoroughly mix the contents.
 - *The student immediately read the test and classified results based on the presence or absence of thickening/gelling due to the presence or absence of DNA from white blood cells in the sample.
 - *The student announced verbally the test results.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification Form for California Mastitis Test (CMT) in a Female Bovine Patient task, signed by the clinical mentorship supervisor.
2. One video showing the student collecting milk samples and performing a CMT. The video should clearly show the CMT paddle during and after the test, and the student should state clearly the test results.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Date: _____

Date: _____

I verify that the student performed this task under my supervision.

Signature of Clinical Mentorship Supervisor: _

13. CAPTURING, HANDLING AND RESTRAINING IN THE OVINE OR CAPRINE PATIENT

Goal: The student will safely capture, handle and restrain either an ovine or caprine patient either in a pen or a field.

Description: The student will approach the ovine or caprine patient in a manner specific to that species. The student will then, if handling a sheep, will restrain by applying a halter followed by “setting up” the ovine. The student will then, if handling a goat, restrain by the head under the jaw, followed by either horn or beard restraint.

Criteria: **Capturing and Handling Ovine and Caprine**

The student approached the patient calmly and quietly.

*The student approached the patient from the left side while verbalizing, so the patient was aware of the student.

The student took the appropriate steps to calm the patient if it became uneasy.

The student placed a hand on the patient without undue stress on the patient.

*The student made contact with the patient and firmly grasped around the head or neck area.

*The student did not grasp the patient by the wool or horns.

*The student kept control of the patient until the patient ceased to struggle.

Ovine Restraint Halter

*Once appropriately restrained the student placed the halter on the far ear.

*The student placed the halter on the near ear.

*The student placed the muzzle into the halter with the lead under the chin and on the patient's left side.

The student completed the final adjustments to the halter so that the halter was comfortable to the patient and was fitted appropriately.

Ovine Restraint Setting Up

*Once appropriately handled the student reached over the back of the patient and grasped the hind limb nearest to them.

*The student pulled the hind limb ventral and up and at the same time pulled the head of the patient toward them.

*The student stepped back and allowed the patient's rump to sit on the ground.

*The student placed the patient between their legs and allowed the patient to relax. *The student kept control of the patient until the patient ceased to struggle.

*The student slowly released the patient, allowed it to roll to its side and stand up.

*The student did not at any time grasp the patient by the wool.

Caprine Head Restraint

*Once appropriately restrained the student grasped the caprine head or neck with the hand under the jaw.

*The student then used one hand to grab the beard while the other arm was placed around the neck to control the head.

*The student handled the beard firmly but without unnecessary force.

*Then the student transitioned one hand at a time to restrain at each base of horn.

*The student never grabbed at the top of the horns or dragged the goat by their horns.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification Form for Restraint of the Ovine/Caprine Patient task, signed by the clinical mentorship supervisor.
2. One video that clearly shows the student restraining an ovine or caprine patient as defined in the above criteria for this task. Clear verbalization of process should occur throughout the video.

Student Name: _____

Supervisor Name: _____ RVT, CVT, LVT
DVM, VMD

Date: _____

Date: _____

I verify that the student performed this task under my supervision.

Signature of Clinical Mentorship Supervisor: _____

14. PERFORM A PHYSICAL EXAMINATION IN THE OVINE OR CAPRINE PATIENT

Goal: To complete an accurate physical examination and record the information accurately in the patient's record.

Description: The student will perform a systematic physical examination of all major body systems on a small ruminant animal patient, and record this information on a Physical Examination sheet. As an alternative, the student may photocopy the recorded physical examination from the clinical record if allowed by the clinical mentorship supervisor. The clinical mentorship supervisor will verify the accuracy of the physical examination and observe the student performing the physical examination to verify the criteria of this task.

Criteria: *The student observed the patient to assess attitude before approaching the patient to begin the physical examination.

*The student examined each of the following items on the physical examination:

- Temperature, pulse, respiration
- Capillary refill time/Mucous membranes
- General appearance
- Body scoring
- Integumentary system
- Musculo-skeletal system
- Circulatory system
- Respiratory system
- Genito-urinary system
- Nervous system
- Ears

The student accurately recorded the findings of the physical examination including any abnormalities.

Number of times Task Needs to be Successfully Performed: 1

Materials Submitted for Evaluation and Verification:

4. Task Verification form for Perform a Physical Exam in a Small Ruminant Animal Patient task, signed by the clinical mentorship supervisor.
5. Either the original written record of the Physical Examination on the forms provided or a photocopy from the clinical record of the recorded Physical Examination signed by both the student and the clinical mentorship supervisor. Photocopy of the clinical record may only be done with permission of the veterinarian.
6. One video either with a client animal or other small ruminant in which the student performs and records a Physical Examination. The Physical Examination recorded must be the Physical Examination form submitted by the student so that the video observations can be correlated with the written comments. The video should clearly show the student performing each of the required components of the Physical Examination. The student must narrate all criteria clearly on the video.

Student Name: _____

Supervisor Name: _____

RVT, CVT, LVT DVM, VMD

