

EQUINE MEDICAL NURSING CLINICAL MENTORSHIP



VM 20900

CRITERIA HANDBOOK AND LOGBOOK

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NOTE THE FOLLOWING DUE DATES FOR THE TASKS ABOVE:

<i>Fall or Spring semester</i>	<i>5:00p.m. Thursday of week 4 – Tasks 1-4</i>
	<i>5:00p.m. Thursday of week 8 – Tasks 5-12</i>
	<i>5:00p.m. Thursday of week 12 – Tasks 13-15</i>
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	<i>5:00p.m. Thursday of week 6 – Tasks 13-15</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. A mentorship task may be performed only once on a single animal.
2. 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.
3. 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.
4. 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.
5. 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.

STUDENT INFORMATION

GOALS OF VM 20900 EQUINE MEDICAL NURSING 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 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 validate the educational process and insure that the performance of graduates of the Veterinary Technology 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.

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
phegley@purdue.edu

PRE-REQUISITES FOR VM 20900 EQUINE MEDICAL NURSING CLINICAL MENTORSHIP

Contracts and Agreements

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

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

These forms are available on the VTDL website for downloading, printout, and completion.

If more than one Clinical Mentorship course is taken, a separate Facility Certification, Clinical Mentorship Contract, 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 return the listed documents and the 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 VTDL student is required to purchase, for a nominal fee, Professional Liability Insurance through Purdue University. This is done by completing the Professional Liability Insurance Coverage form and sending a check for the fee. This check must be separate from payment of course fees. 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.

SELECTING THE CLINICAL MENTORSHIP SITE – FACILITY REQUIREMENTS

You must visit the Clinical Mentorship Site and determine if the following supplies and equipment are readily available to you for use during your Clinical Mentorship. You must complete and have the facility veterinarian sign the Facility Requirement Agreement.

The veterinary care facility must be equipped:

With the following equipment:

- Halter
- Lead Rope
- Chain lead
- Twitch
- Thermometer (digital, not mercury)
- Stethoscope
- Clippers
- Hoof pick
- Dose syringe
- Ace Bandage 3" or 4"

With the following items:

- Syringes
- Needles
- 4x4 gauze sponges
- Antiseptic scrub and appropriate rinsing agent
- Intravenous catheters (appropriate sizes for patients)
- Gauze 3" or 4"
- Tape – 2"
- Roll cotton/Leg bandage cotton
- Elastic bandage (Elasticon®, Vetrap®, Coban®)

Optional:

- Vacutainer collection system
- Catheter optional
 - Lidocaine
 - Suture
 - Super glue
 - Bandage material

SELECTION OF CLINICAL MENTORSHIP SUPERVISOR

The Clinical Mentorship Supervisor is the person who will sign your Logbook and 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 *Supervisor Agreement*. You must return this agreement with the other agreements prior to beginning your Clinical Mentorship. Multiple supervisors may be used for documentation of mentorship tasks. Each supervisor must complete a separate agreement.

Should your Clinical Mentorship Supervisor change during the course of the Clinical Mentorship, you will need to have your new supervisor complete a *Clinical Mentorship Supervisor Agreement* and return it to the Purdue VTDL office. These forms are available on the VTDL website for downloading and printing.

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. You are 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 doing the task to minimize the number of times you have to repeat the task. The components of each task are summarized:

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

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

Criteria – Lists specific, observable, objective behaviors that you must demonstrate for each task. Your ability to demonstrate each of these behaviors will be required in order to be considered as having successfully completed each 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. You cannot use the same animal to do all of the repetitions of a task. However, you can use the same animal to perform different tasks. In other words, you can't do three ear cleanings on the same animal, however, you can 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 you 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 you were able to perform the task to the standard required.

If you do not own a video camera, one may be borrowed or rented. Pre-planning the video procedures will help reduce the need to redo the video documentation. Explain what you are doing as you perform the video documentation, as narration will help the evaluator follow your thought process and clarify what is seen on the video. Voiceovers may be done to clearly explain what is being performed. At the beginning of each task, clearly announce what task you are doing, or insert a written title in the video.

Videotapes, photographs, radiographs, slides, written projects, the Criteria Handbook and Logbook and any other required documentation will not be returned. These items will be kept at Purdue as documentation of the student's performance for accreditation purposes.

This validation is essential to help the Purdue VTDL meet AVMA accreditation criteria. Therefore, it is essential that you follow the evaluation and validation requirements.

Task Verification Forms – Each task has a form that must be completed and signed by the Clinical Mentorship Supervisor.

Supplementary Materials – Logs, written materials, photographs, or other forms/documentation may be required for specific tasks. Be sure to read the Materials to be Submitted for Evaluation section very carefully and return all documented evidence as prescribed.

COMPLETION OF THE CLINICAL MENTORSHIP

Mentorship logbooks include due dates for sections of courses. Each section must arrive at Purdue by the deadline (not a postmark date).

Paperwork may be

- FAXed to 765-496-2873
- e-mailed to phegleyp@purdue.edu
- sent by regular mail to 625 Harrison Street, Lynn Hall G171, West Lafayette, IN 47907

Videos may be submitted

- in the Media Gallery of Blackboard. If submitted on Blackboard, send an e-mail to phegleyp@purdue.edu notifying of the submission. ***This is the preferred method of online submission***, since it does not limit how much you put on, is no cost to you, and automatically archives here. You must assign the videos to the correct course in order for the instructor to view them.
- by an online source such as Dropbox. If a password is required to open videos submitted with an online service, email the password to phegleyp@purdue.edu. These methods may not be acceptable if they cannot be archived.
- by sending on a disc or flash drive by regular mail to 625 Harrison Street, Lynn Hall G171, West Lafayette, IN 47907

Late submissions will incur a grade penalty. Incomplete grades will no longer be assigned for mentorships at the end of each semester.

Feedback will be emailed until all tasks are completed successfully. A hard copy will be sent when the course is complete and a grade is assigned. As necessary, instructors may require resubmission of some tasks. When feedback is sent, due dates for resubmissions will be given. *It is crucial that students with pending feedback check their Purdue emails frequently 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.

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 of you for each task.
2. Make sure you have whatever equipment and supplies you need to document the task. Pay particular attention to the details of what needs to be documented and submitted.
3. Make sure you obtain appropriate permissions where necessary. Please inform the facility's owner/manager of your 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 you submit for evaluation and validation at Purdue are identified as your submission.
5. Label all videos posted to Blackboard with the name of the task performed.
6. Submit materials to Purdue by the deadlines listed in the logbooks.

CLINICAL MENTORSHIP PROJECTS

INTRODUCTION TO SPECIAL PROJECTS

Certain mentorships will have required projects to complete in addition to the required tasks. These are skills that are better assessed in the form of a project. Projects should be typed, and checked for correct grammar and spelling.

Before starting each project

1. Read through the project in its entirety. This will give you a description of the project and what is needed to complete it successfully.
2. Determine what materials, if any, need to be submitted for completion of the project.
3. Most projects will come with a list of questions that need to be answered. The responses should be included in the write up.
4. If videotaping is required for a project, it should be noted on the videotape verbally that this is for the project and not another required task. Some projects may require a verbal narration of a student doing something. Each individual project will define if that is a necessary requirement for that project.

Note: Videotaping and photographs are not for the purpose of verifying if the practice is within OSHA compliance or other government regulations. These projects are for the student's education. It may be determined by the student that the practice is not within the current

recommendations. The purpose of these projects is to make the student aware of these issues, and how to recognize the issues and develop suggestions for improvement.

There will be certain mentorships where OSHA recommendations, in regards to equipment and policies, will be facility requirements for the mentorship.

1. APPROACHING AND MOVING AROUND THE EQUINE PATIENT

Goal: Approach and move around the tethered and untethered equine patient with minimal stress to the patient and without injury to either the patient or veterinary team member.

Description: The student will quietly and safely approach the equine patient. The student will demonstrate safe movement around the tethered and untethered equine patient in a box stall or paddock.

Criteria: Without quick movements or loud noises, the student properly approached the patient at a 45° angle to the patient's left shoulder, and worked safely around the patient at all times.

Moving Around the Tethered Equine Patient (Hind Quarter Approach):

The student stood at the left lateral neck-shoulder area of the horse, and with their left arm and body in close contact with the horse.

The student moved caudally and around the hind quarters of the horse, maintaining close arm and body contact until they reached the right lateral neck/shoulder area of the patient.

Moving Around the Untethered Equine Patient (Forequarter Approach): The student untied the lead from the tethering point.

The student held the lead of the untethered horse.

The student stood to the left of the head of the horse.

The student moved around the front of the head of the horse to the opposite side of the patient.

The student did not duck under the horse's head or neck.

The student was not injured and the horse was not stressed or injured in any of the above procedures.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task verification form for Approaching and Moving Around the Equine Patient task, signed by the clinical mentorship supervisor.
2. A video clearly showing the student approaching and moving around the tethered and untethered horse as described. The video clearly shows the demeanor of the horse and student, and position of the student in relation to the horse during the procedures. The audio must include the student's narration of the procedure.

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: _____

2. HALTERING AND LEADING THE HORSE

Goal: Properly halter and lead an equine patient without injury to the patient or members of the veterinary team.

Description: The student will quietly and safely approach an untethered horse. The student will place the halter and lead, then un-halter the horse.

Criteria: The student positioned the unbuckled halter in their left hand for placement on the horse, with the non-snap end of the lead rope in their right hand.

Without quick movements and loud noises, the student properly approached the patient at a 45° angle to the patient's left shoulder.

The student placed the end of the lead over the horse's neck, and passed sufficient length of lead to form a handheld loop around the horse's neck.

Holding the handheld loop in their right hand, with their left hand the student slipped the nose-band of the halter over the nose.

With their right hand under the horse's neck, the student passed the crown strap over the head and behind the ears and attached the end to the appropriate place on the halter.

The student snapped the end of the lead to the lead ring of the halter and undraped the lead rope from the horse's neck.

The student adjusted the halter so it was snug enough that the nose piece could not fall over the end of the nose, but not so tight that the halter cut or rubbed the horse or restricted jaw movement or breathing.

The student folded the loose end of the lead in an accordion fashion, and held it in their left hand.

The student positioned themselves on the left side of the horse, approximately midway along the horse's neck, 12 to 18" from the horse's body, with their right hand grasping the lead approximately 6 to 12" from the lead ring of the halter.

The student led the horse from the "neck" position.

The student remained alert to the movements and reactions of the horse.

The student did not lead from in front of the horse or lag back allowing the horse to pull them.

The student removed the halter from the horse and was observant when they walked away from the horse.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Halter and Leading the Horse task, signed by the clinical mentorship supervisor.

2. One video clearly showing the haltering, leading and un-haltering of the horse by the student. The audio must include the student's narration of the procedure.

HALTERING AND LEADING THE HORSE

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. ATTACHING AND USING A CHAIN LEAD WITH THE HALTER ALREADY IN PLACE

Goal: Properly attach, adjust and use a chain lead with a haltered equine patient, without injury to the patient or members of the veterinary team.

Description: The student will attach and restrain a haltered horse with an “over the nose” chain lead.

Criteria: The student properly approached the left side of the haltered patient.

The student passed the snap end of the lead through the lower left ring of the halter, from outside to inside

The student draped the chain over the nose of the horse, just rostral to the nose band of the halter.

The student passed the snap through lead through the left lower halter ring, from inside to outside.

The student attached the snap with the button side out to the right of the halter.

The button of the snap did not rub on the face of the horse.

The chain moved freely through the lower halter rings, across the bridge and below the halter nose band when drawn tightly or relaxed.

The student removed the chain lead.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Attaching and Using a Chain Lead with the Halter Already in Place task, signed by the clinical mentorship supervisor.
2. One video clearly showing the intricacies of placing the chain lead, the free movement of the chain when restraint is applied and relaxed, and removal of the chain lead. The audio must include the student’s narration of the procedure.

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: _____

4. APPLYING A CHAIN OR ROPE NOSE TWITCH TO A HALTERED HORSE

- Goal:** Apply, utilize and remove a chain or rope nose twitch to distract the haltered equine patient without causing injury to the patient or members of the veterinary team.
- Description:** On a haltered horse properly restrained with a lead held by a knowledgeable assistant, the student will apply and demonstrate the utilization and removal of a chain or rope nose twitch.
- Criteria:** The student properly approached the left side of a haltered horse, held on a lead by the assistant, positioning themselves forward of the assistant and lateral to the head of the horse.

With their left hand, the student passed their hand part way through the loop of the twitch, so that their pinky or index finger and thumb were not through the loop and so that the loop would not slide completely over their hand.

The handle of the twitch was held in the student's right hand

The student's hand holding the loop, was brought over the bridge of the nose and gently, but without hesitation, brought down to the upper lip.

The student grasped the upper lip and nose of the patient securely and slipped the loop of the twitch off the fingers and over the upper lip and nose.

The student twisted the handle of the twitch toward the head (clockwise) until the loop was snug, to prevent the loop from falling off and to distract the horse, but not so much to cause excessive pain.

The student instructed the assistant to hold the horse's head to the left with the lead.

The student did not pull the horse's head to the left with the twitch.

The student did not stand in front of the horse.

The student applied pressure to the lip with a twist and not a pull.

The student altered the pressure on the lip with a rocking motion, slightly releasing and re-tensing the tension on the loop.

The student kept both hands on the twitch during the procedure.

The student released the twitch and rubbed the horse's upper lip and nose.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Applying a Chain or Rope Nose Twitch to a Haltered Horse task, signed by the clinical mentorship supervisor.

2. One video clearly showing the intricacies of placing, utilizing and removing the nose twitch. The audio must include the student's narration of the procedure.

APPLYING A CHAIN OR ROPE NOSE TWITCH TO A HALTERED HORSE

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: _____

5. PERFORM A PHYSICAL EXAMINATION IN THE EQUINE 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 the major body systems on an equine patient, and record this information on the attached 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 as 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

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Physical Exam forms for Perform a Physical Exam in an Equine 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 a simulation in which the student performs and records a physical examination. The physical examination recorded must be one of the five 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 will verbally state what they are doing and report findings as they perform the exam.

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 _____

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

6. WASHING OUT HORSE'S MOUTH

Goal: Properly wash out the oral cavity of an equine patient to prevent passage of food particles into the trachea during recumbency, without injury to the patient or members of the veterinary team.

Description: On a haltered horse properly restrained with a lead held by a knowledgeable assistant, the student will flush the oral cavity of the equine patient with a dose syringe placed in the cheek pouch, and continue flushing until all material has been eliminated and the flushing water runs clear.

Criteria: The student properly approached the patient, which was restrained by an assistant.

The student slid their left hand over to the nose-band, and inserted the tip of the dose syringe, filled with warm water, into the left corner of patient's mouth between the teeth and cheek.

The student angled the syringe across and toward the patient's tongue and slowly depressed the plunger, releasing the water into his mouth.

The student discontinued the process allowing the horse to work the water out of its mouth.

The student repeated the steps on each side of the mouth until the oral cavity was clean.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Washing Out Horse's Mouth task, signed by the clinical mentorship supervisor.
2. One video clearly showing the student's position in relation to the horse, position of student's hands in performing the procedures and the discharge water from the horse's mouth. The audio must include the student's narration of the procedure.

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: _____

7. LIFTING LEFT FORE / HIND LIMBS & CLEANING THE EQUINE PATIENT'S HOOVES

Goal: Properly lift the left and right, fore and hind limbs from the respective sides of the patient, and properly clean the patient's hooves without injury to the patient or members of the veterinary team.

Description: On a haltered horse properly restrained with a lead held by a knowledgeable assistant, the student lifted all four limbs and using a hoof pick cleaned the hooves from heel to toe, without injury to the patient or members of the veterinary team.

Criteria: The student properly approached the patient.

The student stood next to the patient's left fore limb and while leaning into the patients' shoulder, ran their hand down the caudal aspect of the limb until they reached a point 3-4" above the fetlock, gently pinched the tendons, and when the horse shifted its weight away, lifted the foot.

After the limb was stabilized, the student placed the hoof between their legs and just above their knees.

The student cleaned the hoof with a hoof pick, starting at the heel between the frog and sole and working toward the toe.

The student lowered the horses hoof toward the ground, and released it when the horse had its balance.

The student properly moved to the hind quarters of the horse, keeping in physical contact with the patient.

While leaning into the horse, the student ran the right hand down the caudal aspect of the hind limb, to a point 3-4" above the fetlock and gently pinched the tendons.

When the horse shifted its weight the student lifted the limb slightly forward and slightly laterally and then stretched the limb slightly caudally.

The student rested the hind limb on their leg, above their knee, and cleaned the hoof from heel to toe.

The student made the appropriate adjustments of hands and positions and repeated the steps for the right fore and hind limbs.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification Form for Lifting Fore and Hind Limbs and Cleaning the Equine Patient's Hooves task, signed by the clinical mentorship supervisor.

2. One video clearly showing the students position in relation to the horse, position of student's hands in performing the procedures and the cleaned right and left, fore and hind hooves. The audio must include the student's narration of the procedure.

LIFTING LEFT FORE / HIND LIMBS & CLEANING THE EQUINE PATIENT'S HOOVES

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: _____

8. APPLYING A TAIL TIE

Goal: To properly and securely tie the tail of the horse using a “tail tie” knot to remove the tail from the perianal area, without injury to the patient or members of the veterinary team.

Description: On a haltered horse properly restrained with a lead rope held by a knowledgeable assistant, properly demonstrate the application of a “tail tie” knot on the patient.

Criteria: The student properly approached the patient and grasped the tail.

With the longer end of the rope to the right, the student held the short end of the rope over the tail just below the last coccygeal vertebrae and folded the rest of the tail upward over the rope.

The student passed the short end of the rope under the tail and making a loop in the end, brought the loop over the folded tail and pulled it tight through the rope which was looped around the tail, as demonstrated in the VCS 23700 course module, Knots: “Tail Tie”.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification Form for Tail Tie task, signed by the clinical mentorship supervisor.
2. One video clearly showing the student’s position in relation to the horse, position of student’s hands in performing the procedure, and the security of the knot. The audio must include the student’s narration of the procedure.

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: _____

9. INSERTION OF AN INDWELLING JUGULAR CATHETER

- Goal:** Properly insert an over-the-needle indwelling jugular catheter in an equine patient, without injury to the patient or the veterinary team.
- Description:** On a haltered horse properly restrained with a lead held by a knowledgeable assistant, properly insert an over-the-needle indwelling jugular catheter in an equine patient, using the Large Animal Nursing and Health Management course *Horse Intravenous Catheter Video*, and Handout Links: *Catheterization and Fluid Therapy in the Equine Patient* and *Addendum1* as a Guide.
- Criteria:** The student properly approached the patient.
- The student made sure the patient was not frightened of the clippers.
- The student clipped the appropriate area of the jugular furrow and adjacent areas, without nicks or cuts to the skin.
- The student performed a surgical prep of the clipped area.
- If desired, the student administered a lidocaine block, using a 25-gauge needle, 3 cc syringe and placed approximately 1 cc of lidocaine hydrochloride subcutaneously, then prepped the area one time prior to placing the catheter.
- The student opened the catheter and flushed it with 1 cc of heparinized saline without contaminating the equipment prior to placement.
- The student occluded the jugular vein proximal to the site of venipuncture and demonstrated venous fill.
- The catheter entered the skin and jugular vein with a quick “jabbing” motion of the student’s hand. If the venipuncture was not accomplished the student redirected the catheter while the tip of the catheter remained under the skin, and with a motion toward the vein, accomplished the venipuncture.
- The student insured patency with a flashback of blood and simultaneously threaded the catheter into the vein, and removed the stylet from the catheter.
- Once the student threaded the catheter into the vein, they attached an extension set or injection cap to seal the catheter.
- The student flushed the catheter with heparinized saline.
- If the catheter is to remain in the patient, the student administered antibiotic ointment at venipuncture site.
- If the catheter is to remain in the patient, the student secured the catheter by bandaging (or tissue glue or suture).
- The student demonstrated the patency of the catheter by aspiration, with flashback of blood, and administration of 5 cc of normal saline, with no perivascular administration of fluid or bleeding.

If the catheter was not to remain in the patient, the student correctly removed the catheter and covered the puncture site with clean dry cotton or gauze sponge, securing the gauze or cotton with gentle digital pressure until bleeding subsided.

During the entire process, the student did not touch or otherwise contaminate the tip, shaft, or open ends of the catheter, extension set, or injection cap.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

- 1. Task Verification Form for Insertion and Maintenance of an Indwelling Catheter task, signed by the clinical mentorship supervisor.
- 2. One video clearly showing the student's position in relation to the horse, and position of student's hands in performing the procedures, from approaching the patient to cessation of bleeding upon catheter removal. The audio must include the student's narration of the procedure.

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: _____

10. COLLECTION OF BLOOD FROM THE JUGULAR VEIN

Goal: Aseptically and properly collect 5 cc's of blood from the jugular vein of a horse without injury to the patient or members of the veterinary team.

Description: On a haltered horse properly restrained with a lead held by a knowledgeable assistant, properly insert the appropriately sized needle into the jugular vein and collect 5 cc of blood using the Large Animal Nursing and Health Management *Horse Venipuncture Video* and *Handout Links* and *Specimen Collection and Handling* as a guide.

Criteria: The student properly approached the patient.

The student wiped the appropriate area of the jugular furrow with alcohol until all debris was removed.

The student occluded the vein proximal to the venipuncture site and demonstrated distension of the vein.

The student chose to use a needle attached to a syringe or a Vacutainer® system.

The student positioned the bevel of the needle upward and the tip of the needle pointing cranially and thrust the needle through the skin and into the vein.

If the venipuncture was not successful, the student redirected the needle towards the vein, while still under the skin, and thrust the needle into the vein.

The student withdrew 5 mL of blood into the syringe or allowed the Vacutainer® to fill to its capacity.

The student applied gentle digital pressure after the needle was removed.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification Form for Collection of Blood from the Jugular Vein task, signed by the clinical mentorship supervisor.
2. One video clearly showing the student's position in relation to the horse and the position of the student's hands in performing the procedures, from approaching the patient to cessation of bleeding upon removal of the needle, including the properly filled syringe or Vacutainer®. The audio must include the student's narration of the procedure.

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: _____

11. APPLYING A LOWER LEG WRAP

Goal: On an equine patient, properly place a lower leg wrap that is not wrinkled and will not slip or be excessively tight, without injury to the patient or members of the veterinary team.

Description: On a haltered horse properly restrained with a lead held by a knowledgeable assistant, the student will wrap the equine patient's lower leg such that it will not slip or be wrinkled, using Battaglia's *Handbook of Livestock Management* as a guide.

Criteria: The student properly approached the patient.

The student placed the padding on the lower limb (cannon) below the carpus on the forelimb and below the hock on the hind limb and extending to approximately 1" distal to the coronet. The leading edge of the padding was placed on the lateral surface of the cannon and unwrapped, from the underside of the roll, caudal medial cranial and overlapped laterally to finish. Note: If roll cotton was used, at least two layers were applied.

The student started the elastic bandage material laterally and midway between the proximal and distal end of the pad, with the leading end of the bandage overlapped, approximately 2-3" with the end of the padding. The end bandage was unrolled from the top of the leading edge, moving caudally, medial, cranially, laterally, distally to just above the end of the padding at the hoof, then proximally, to just below the top of the padding.

The student applied the bandage without wrinkles, tight enough to prevent slippage but not so tight as to restrict circulation.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2, either front or rear limbs

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Lower Leg Wrap task, signed by the clinical mentorship supervisor.
2. One video clearly showing the student's position in relation to the horse and position of student's hands in performing the procedures, and final wrap. The audio must include the student's narration of the procedure.

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: _____

12. APPLYING A TAIL WRAP

Goal: On an equine patient, properly place a tail wrap that is not wrinkled and will not slip or be excessively tight, without injury to the patient or members of the veterinary team.

Description: On a haltered horse properly restrained with a lead held by a knowledgeable assistant, the student will wrap an equine patient's tail such that it will not slip or be wrinkled, using Battagli's *Handbook of Livestock Management* as a guide.

Criteria: The student properly approached the patient on the left side and properly moved to the patient's hind quarters, and stood to the side for the procedure.

The student removed debris or chaff from the tail.

The student unrolled approximately 12 inches of wrap, lifted the tail slightly, slid a single layer under the tail, and moved it up toward the tail head as high as possible without wrinkling or folding the wrap or rumpling the hairs. The wrap was positioned so it unrolled from the top of the leading edge.

The student brought the leading edge of the wrap over the top of the tail and began to unroll the wrap over the leading edge.

After two wraps at the top, the student continued distally, maintaining even tension and overlapping each wrap approximately half of the previous wrap.

Every 3-4 wraps, the student folded a tuft of hair into the wrap.

The student continued wrapping to a point 2-3 inches below the last caudal vertebrae and secured the wrap with the device appropriate for the wrap utilized.

The student worked safely around the horse at all times.

Number of times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Tail Wrap task, signed by the clinical mentorship supervisor.
2. One video clearly showing the student's position in relation to the horse and position of student's hands in performing the procedure, and final wrap. The audio must include the student's narration of the procedure.

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: _____

13. ADMINISTERING A SUBCUTANEOUS INJECTION

Goal: On an equine patient, properly administer subcutaneous injection in the appropriate location and without injury to the patient or members of the veterinary team.

Description: On a haltered horse properly restrained with a lead held by a knowledgeable assistant, the student properly administered a subcutaneous injection in the appropriate location on the equine patient.

Criteria: The student prepared the mid-neck region for a SQ injection and pointed out and verbally stated the anatomical borders of the site.

The student tented the skin in the appropriate area, forming a “tent” of skin, and with the needle attached to the syringe inserted the needle in the pocket formed at the base of the end of the “tent”.

The student aspirated the syringe and injected medication or 1 cc of sterile normal saline.

There was no blood return on aspiration.

The needle did not pierce through the two layers of skin forming the “tent”.

The student rubbed the area after administration.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification form for Subcutaneous Injection task, signed by the clinical mentorship supervisor.
2. One video clearly showing the student’s position in relation to the horse, and position of student’s hands in performing the procedures, including depicting all criteria for proper preparation, and successful injections. The audio must include the student’s narration of the procedure.

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: _____

14. ADMINISTERING AN INTRAMUSCULAR INJECTION

Goal: On an equine patient, properly administer intramuscular injection in the appropriate location and without injury to the patient or members of the veterinary team.

Description: On a haltered horse properly restrained with a lead held by a knowledgeable assistant, the student properly administered an intramuscular injection in the appropriate location on the equine patient.

Criteria: The student prepared the serratus cervicis for the IM injection, and pointed out and verbally stated the anatomical borders of the site

Without the needle attached to the syringe, while holding the hub of the needle between their index and middle finger, the shaft of the needle toward their palm, the student tapped the site with the back of their hand or fist and without hesitation, turned needle toward the neck and inserted it through the skin and deep into the muscle.

The student attached the syringe to the needle, aspirated, and injected medication or 1 cc of saline.

There was no blood return on aspiration.

The student rubbed the site after withdrawal of the needle.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification Form for Intramuscular Injection task, signed by the clinical mentorship supervisor.
2. One video clearly showing the student's position in relation to the horse, and position of student's hands in performing the procedures, including depicting all criteria for proper preparation, and successful injections. The audio must include the student's narration of the procedure.

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: _____

15. ADMINISTERING AN INTRAVENOUS INJECTION

Goal: On an equine patient, properly administer intravenous injection in the appropriate location and without injury to the patient or members of the veterinary team.

Description: On a haltered horse properly restrained with a lead held by a knowledgeable assistant the student properly administered an intravenous injection in the appropriate location on the equine patient.

Criteria: The student prepared the mid jugular furrow region.

The student occluded the vessel proximal to the injection site and demonstrated venous fill and prominence.

With the needle not attached to the syringe, the student inserted the needle into the vein in a direction toward the heart, aspirated, and administered medication or 5 cc of sterile normal saline.

If the vein was missed, the student redirected the needle and inserted it into the vein while still under the skin.

The student applied gentle digital pressure until bleeding subsided.

The student worked safely around the horse at all times.

Number of Times Task Needs to be Successfully Performed: 2

Materials Submitted for Evaluation and Verification:

1. Task Verification Form for Intravenous Injection task, signed by the clinical mentorship supervisor.
2. One video clearly showing the student's position in relation to the horse, and position of student's hands in performing the procedures, including depicting all criteria for proper preparation, and successful injections. The audio must include the student's narration of the procedure.

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: _____