

# Certified Veterinary Assistant Level I Exam Application (HIGH SCHOOL PROGRAM)

PLEASE PRINT

Student Name:				
	(Please Circle):	Mr.	Mrs.	Ms.
Student Address:				
City, State, Postal Code:				
Phone:		Email:		
Date of Application:				
Student Signature:				

## TO BE COMPLETED BY STUDENT'S SCHOOL SUPERVISOR

By affixing my signature below, I certify that the student named above has met the 1-3 year classroom requirements, and the additional 200 hours of hands on training with live animals (if all 500 hours are not completed at the vet clinic under the supervision of a DVM or RVT\*).

Supervisor Name:				
Supervisor Title:	(Please Circle): AG TEACHER DVM RVT* CVT** LVT**			
	* Only RVT (registered in TX) supervision allowed in TX ** CVT, RVT, or LVT supervision allowed out of State			
School Name:				
Address:				
City, State, Postal Code:				
School Phone:	Fax:			
Period of Observation:	From date:		To date:	
Supervisor Signature:				

**Payment:** The exam fee is \$125 per student. A school check can be mailed or payment by credit card can be mailed or faxed to TVMA. The exam and final results will be mailed to the school supervisor at the above address.

Visa/MC# \_\_\_\_\_ Exp Date: \_\_\_\_\_ CVC #: \_\_\_\_\_  
Name on card: \_\_\_\_\_ Signature: \_\_\_\_\_

# Certified Veterinary Assistant Level I Exam Application (HIGH SCHOOL PROGRAM)

PLEASE PRINT

Student Name:

## TO BE COMPLETED BY STUDENT'S HANDS ON TRAINING SUPERVISOR

By affixing my signature below, I certify that the student named above has trained or worked under my supervision & completed a minimum of 300 hours of hands on training with live animals.

Supervisor Name:

(Must be DVM or RVT\* who supervised student at clinic)

Supervisor Title: (Please Circle):    DVM       RVT\*       CVT\*\*       LVT\*\*

\* Only RVT (registered in TX) supervision allowed in TX

\*\* CVT, RVT, or LVT supervision allowed out of State

Clinic Name:

Address:

City, State, Postal Code:

Clinic Phone:

Fax:

Period of Observation:

From date:

To date:

Supervisor Signature:

## TO BE COMPLETED BY SKILLS VALIDATION CHECKLIST SUPERVISOR

By affixing my signature below, I certify that the student named above has demonstrated competency in the behaviors and skills checked herein, and I recommend that this student be considered for certification at Veterinary Assistant Level I.

Supervisor Name:

(Must be DVM or RVT\* who supervised student & signed skills validation checklist)

Supervisor Title: (Please Circle):    DVM       RVT\*       CVT\*\*       LVT\*\*

\* Only RVT (registered in TX) supervision allowed in TX

\*\* CVT, RVT, or LVT supervision allowed out of State

Clinic Name:

Address:

City, State, Postal Code:

Clinic Phone:

Fax:

Period of Observation:

From date:

To date:

Supervisor Signature:



# Certified Veterinary Assistant Level I Skills Validation Checklist (HIGH SCHOOL PROGRAM)

(MUST BE SUPERVISED & CHECKED OFF BY DVM OR RVT ONLY IN TEXAS &  
DVM OR CVT/LVT ONLY IF OUT OF STATE HIGH SCHOOL PROGRAM)

**NOTE: All competencies must be either demonstrated or described by the applicant, even if a certain species is not seen by the practice.**

**Applicant has demonstrated reasonable proficiency or competency in the following work requirements:**

YES	<i>Skill or Competency</i>	<i>Comments</i>
	Uses common terminology (spoken and written) required in your veterinary practice	
	Keeps assigned work areas clean and orderly	
	Demonstrates a basic knowledge of sanitary procedures	
	Handles animals in a safe, humane manner	
	Can name and select the equipment items most commonly used in your veterinary practice	
	Demonstrates a basic understanding of the most commonly used veterinary drugs	
	Recognizes the symptoms commonly associated with animals affected by rabies	
	Uses procedures that ensure personal safety when handling animals suspected of having rabies	
	Demonstrates appropriate understanding and respect for the human-animal bond in dealing with clients and their animals	
	Handles and disposes of "sharps" instruments safely and in compliance with practice standards	
	Uses the proper procedure for lifting and positioning animals	
	Uses the proper procedure for placing animals in a cage	
	Uses proper method for placing large animals in a stall	
	Uses (or can describe) the proper method of haltering a large animal	

**Applicant has demonstrated reasonable proficiency or competency in the following work requirements:**

<b>YES</b>	<b><i>Skill or Competency</i></b>	<b><i>Comments</i></b>
	Practices (or can describe) the proper personal safety precautions when releasing a large animal	
	Properly restrains animals when assisting the veterinarian with cephalic and saphenous venous sampling	
	Properly muzzles fractious animals	
	Handles and holds animals so as to generally avoid bites to themselves and to the attending veterinarian	
	Demonstrates (or describes) the proper method of moving cattle and horses through chutes and into or out of stalls	
	Recognizes and avoids potential safety hazards in the examination room or area	
	Handles animals in the examination room or area so as to prevent harm to the patient and humans	
	Carefully observes patients and surroundings and reports observations to the attending veterinarian	
	Aids the veterinarian in the handling and treatment of patients	
	Provides an additional set of eyes and hands for the attending veterinarian	
	Handles and uses disposable "sharps" containers in a safe manner	
	Follows OSHA guidelines in collecting and disposing of bio-hazardous materials	
	Demonstrates (or explains) the proper method of collecting fecal samples (including the palpation sleeve) in the large animal	
	Uses correct quantities of feces for fecal flotations	
	Recognizes fresh fecal samples	
	Can explain client options for disposal of euthanized or deceased animals	



***Applicant has demonstrated reasonable proficiency or competency in the following work requirements:***

<b>YES</b>	<b><i>Skill or Competency</i></b>	<b><i>Comments</i></b>
	Discusses individual or communal cremation options with owners of deceased pets	
	Properly prepares the deceased animal for presentation to the owner	
	Exhibits proper decorum when presenting a deceased animal to its owner	
	Correctly collects urine through natural means	
	Knows proper method for collecting urine samples that are adequate for culturing microorganisms	
	Collects urine samples during the correct time of day	
	Correctly uses shielded gowns, gloves, and other protective wear when taking radiographs	
	Wears a monitoring device while taking radiographs	
	Handles uses and stores radiographic cassettes and film properly	
	Bathes and dips patients as instructed	
	Avoids basic hazards and species susceptibilities to certain bath and dip products when preparing and giving dips and baths	
	Follows accepted procedures when bathing or dipping patients	
	Safely cares for animals in runs, cages, stalls and paddocks	
	Uses the bedding types indicated for specific breeds/species of housed animals	
	Changes bedding materials in a timely and efficient manner	
	Disposes of used bedding materials as needed and in a proper manner	
	Recognizes and avoids safety hazards in the areas where patients are housed	
	Uses proper sanitary procedures in changing bedding materials	
	Maintains and repairs cages, kennels and stalls as needed	

**Applicant has demonstrated reasonable proficiency or competency in the following work requirements:**

<b>YES</b>	<b><i>Skill or Competency</i></b>	<b><i>Comments</i></b>
	Properly uses (or describes the proper use of) common devices and equipment to restrain horses, cattle, goats and swine for treatment	
	Recognizes common breeds and varieties of exotic animals that visit the clinic and calls them by the correct common name	
	Safely handles and restrains exotic animals for examination and treatment	
	Autoclaves veterinary instruments using moist pressure autoclave and chemical sterilization	
	Follows a proscribed procedure for cleaning all stainless steel instruments	
	Follows correct procedure for ultrasonic cleaning of instruments	
	Lubricates instruments properly during the cleaning process	
	Maintains all dental equipment in clean and usable condition for performing prophylaxis treatments	
	Determines that all active scavengers are working properly in evacuating anesthesia gases as needed	
	Ensures that all sharp and cutting blades are removed and disposed of properly following surgical procedures	
	Describes (or demonstrates) the proper method for administration of a paste or topical drug on an equine patient	
	Describes (or demonstrates) the proper method for administration of a bolus, paste or topical drug for a bovine patient	
	Describes (or demonstrates) the proper method for administration of tablets, capsules, liquid and topical drugs for canine and feline patients	
	Stores animal feeds according to instructions	
	Measures food quantities accurately	

**Applicant has demonstrated reasonable proficiency or competency in the following work requirements:**

<b>YES</b>	<b><i>Skill or Competency</i></b>	<b><i>Comments</i></b>
	Reads and follows food label directions correctly	
	Reads and correctly follows written instructions for animal feeding	
	Reports animal food and water consumption rates correctly and on schedule	
	Administers hydrotherapy according to directions	
	Selects the correct syringe on demand from the veterinarian	
	Correctly fills syringes with medication as directed	
	Recognizes intravenous, intramuscular, subcutaneous, and intraperitoneal applications	
	Selects correctly the needle gauge and length requested by the veterinarian	
	Properly disposes of syringes, needles and other sharp objects commonly used in the veterinary clinic	
	Properly identifies and disposes of expired substances	
	Obtains information relative to animal being boarded and/or discharged	
	Discusses and explains the charge for boarding costs	
	Posts and records money collected to the appropriate records as directed	
	Interacts cheerfully with clients and handles complaints with a smile	