ESSENTIAL SKILLS CHECKLIST

PURDUE UNIVERSITY
VETERINARY NURSING

August 2020

STUDENT NAME _____

Student Responsibilities for the Task Checklist Book

- Be proactive about informing instructors of tasks you need to perform
- Bring book to all labs and clinical rotations to facilitate completion of tasks and signatures
- Obtain signatures in a timely manner
- Enter dates and printed names for each task. You are responsible for these, and to be sure the printed name is legible
- Submit book to Clinical Coordinator as requested for periodic progress checks
- Protect book through labs and clinical rotations to submit upon completion of clinical portion of the Associate degree program

This documentation is required by the AVMA for every graduate of the program, and is required for completion of the final clinical rotation course.

	Temperature	Heart Rate	Respiration
Dog	99.5-102.5	80-120	15-30
Cat	100-103	160-220	20-30
Horse	99-101	28-40	10-14
Cattle	100-102.5	55-80	10-30
Swine	100.5-104	60-90	8-18
Sheep	101-104	55-115	10-30
Goat	101-104.5	70-120	10-30
Ferret	100-102.5	300	33-36
Rabbit	100.5-105	120-150	50-60
Llama	99.5-102	60-90	10-30

Table of Contents

Small or Large Animal Tasks

Small Animal Tasks

Large Animal Tasks

Anesthesia Tasks

Small Animal

Large Animal

Operating Room and Sterilization Tasks

Pharmacy Tasks

Necropsy Tasks

Clinical Pathology Tasks

Other Diagnostic Tasks

Imaging Tasks

Encage and Remove Dog from Cage

Date completed _____

- The student safely and appropriately approached the cage and opened the door
- The student was able to remove the dog from the cage without injury to themselves or the patient
- The student properly returned the dog to the cage without injury to themselves or the patient
- The student safely and appropriately closed and secured the cage door

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Encage and Remove Cat from Cage

Date completed _____

- The student safely and appropriately approached the cage and opened the door
- The student was able to remove the cat from the cage without injury to themselves or the patient
- The student properly returned the cat to the cage without injury to themselves or the patient
- The student safely and appropriately closed and secured the cage door

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Canine Sternal Recumbency Restraint

Date completed _____

- The student properly positioned the dog in sternal recumbency
- The student was able to restrain the animal when it struggled
- The student properly positioned their hand and arm around the neck and head so as to control the head and prevent personnel from being bitten or injured
- The student properly positioned their hand, arm and body to keep the body of the animal properly immobilized so as to prevent personnel from being injured
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Canine Lateral Recumbency Restraint

Date completed _____

- The student properly positioned the dog in a lateral recumbency
- The student was able to restrain the animal when it struggled
- The student properly positioned their hands, arms and body to keep the body of the animal properly immobilized so as to prevent personnel from being injured
- The student was able to restrain the animal in a manner that was adequate for the control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Canine Cephalic Venipuncture Restraint

Date completed _____

- The student was able to restrain the animal when it struggled
- The student was able to apply a tourniquet or compress the vein in order to raise the vein so that venipuncture could be done successfully
- The student released the tourniquet or removed the compression on the vein to prevent excessive bleeding after completion of the venipuncture
- The student applied pressure to the venipuncture site so as to prevent bleeding from the site
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Canine Saphenous Venipuncture Restraint

Date completed _____

- The student was able to restrain the animal when it struggled
- The student was able to apply a tourniquet or compress the vein in order to raise the vein so that the venipuncture could be done successfully
- The student released the tourniquet or removed the compression on the vein to prevent excessive bleeding after completion of the venipuncture
- The student applied pressure to the venipuncture site so as to prevent bleeding from the site
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Canine Jugular Venipuncture Restraint

Date completed _____

- The student was able to restrain the animal when it struggled
- The student positioned the animal's head to facilitate access to the vein
- The student applied pressure to the venipuncture site so as to prevent bleeding from the site
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Canine Eye / Ear Medication Restraint

Date completed _____

- The student was able to restrain the animal when it struggled such that the medication was successfully administered and the applicator tip did not touch the animal
- The student kept the nose tipped up and/or the head adequately controlled so that the medication was successfully administered without contamination of the applicator tip
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Canine IM Injection or Nail Trim Restraint

Date completed _____

- The student was able to restrain the animal when it struggled such that personnel were able to carry out the IM injection or nail trim procedure without being bitten or injured
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Canine Gauze Muzzle Application

Date completed _____

- The gauze is of appropriate length to wrap around and tie top of the muzzle, tie beneath the dog's muzzle, and still have sufficient length to tie in a bow behind the head
- The gauze muzzle was placed appropriately on the dog so that the mouth would not open sufficiently to all biting
- The muzzle was applied in such a way that the animal experienced minimal discomfort

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Canine Nylon / Leather Muzzle Application

Date completed _____

- The correct muzzle size was selected
- The muzzle was placed on the dog correctly
- The muzzle was placed appropriately on the dog so that the mouth would not open sufficiently to allow biting
- The muzzle was applied in such a way that the animal experienced minimal discomfort

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Apply Elizabethan Collar

Date completed _____

- The student correctly prepared the E-collar for placement
- The student correctly placed the E-collar on the animal
- Placement was adequately secured so the animal could not remove the E-collar
- The E-collar was secured such that the animal's breathing was not restricted

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Restraint Pole Use

Date completed _____

- The student verified that the restraint pole is in good working order
- The student properly placed the loop over the patent's head and around the neck
- The student closed the loop around the animal's neck such that the animal could not escape, but breathing was not restricted
- The student safely removed the restraint pole from the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Feline Cephalic Venipuncture Restraint

Date completed _____

- The student was able to restrain the animal when it struggled
- The student was able to apply a tourniquet or compress the vein in order to raise the vein so that he venipuncture could be done successfully
- The student released the tourniquet or removed the compression of the vein to prevent excessive bleeding after completion of the venipuncture
- The student applied pressure to the venipuncture site so as to prevent bleeding from the site
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Feline Jugular Venipuncture Restraint

Date completed _____

- The student was able to restrain the animal when it struggled
- The student positioned the animal's head to facilitate access to the vein
- The student applied pressure to the venipuncture site so as to prevent bleeding from the site
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Feline Sternal Recumbency "Cat Press" Restraint

Date completed _____

- The student properly positioned the cat in sternal recumbency by holding the scruff of the neck and pressing down on the cat with their other hand
- The student was able to restrain the animal when it struggled
- The student was able to control the head so as to prevent the other person or themselves from being bitten or injured by movement of the head
- The student was able to control the feet so as to prevent the other person or themselves from being scratched or injured by the claws
- The student was able to move so as to allow the other person to successfully perform a physical examination, but was able to maintain control of the animal
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Feline Lateral Recumbency "Cat Stretch" Restraint

Date completed _____

- The student properly positioned the cat in lateral recumbency with one hand on the scruff of the neck and the other controlling the rear legs
- The student was able to restrain the animal if it struggled
- The student was able to control the head so as to prevent the other person or themselves from being bitten or injured by movement of the head
- The student was able to control the feet so as to prevent the other person or themselves from being scratched or injured by the claws
- The student was able to move so as to allow the other person to successfully perform the physical examination, but was able to maintain control of the animal
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Feline Towel Restraint

Date completed _____

- The student properly positioned the cat in sternal recumbency on the towel
- The student positioned the cat so that it was perpendicular to the length of the towel with its head off the edge of the towel
- The student was able to wrap the cat in the towel to control the head so as to prevent other person or themselves from being bitten or injured by movement of the head
- The student was able to wrap the cat in the towel to control the feet so as to prevent the other person or themselves from being scratched or injured by the claws
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Feline Muzzle Application

Date completed _____

- The correct muzzle size was selected
- The muzzle was placed on the cat correctly
- The muzzle was applied in such a way that the animal experienced minimal discomfort

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Feline Cat Bag Restraint

Date completed _____

- The student properly positioned the cat in sternal recumbency in the open bag
- The student was able to close the bag with the cat inside the cat bag so as to prevent the other person or themselves from being bitten or injured by movement of the head
- The student was able to close the bag with the cat inside so as to prevent the other person or themselves from being scratched or injured by the claws
- The student was able to restrain the animal in a manner that was adequate for control yet of no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Participate in Safe Operation of Cattle Chute

Date completed _____

- The student participated in the safe operation of a cattle chute

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Halter Placement in the Bovine Patient

Date completed _____

- 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 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 useful to the student

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Application of Tail Restraint in the Bovine Patient

Date completed _____

- The student approached the patient 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 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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Haltering, Tying and Leading the Horse

Date completed _____

- 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 did not restrain the horse by holding on the halter
- 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 appropriately tied the lead rope to an acceptable structure, then untied it
- The student removed the halter from the horse and was observant when they walked away from the horse

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Attaching and Using a Chain Lead with the Halter Already in Placed on a Horse

Date completed _____

- 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 of the lead through the left lower halter ring, from inside to outside
- The student attached the snap with the button side out to the right ring 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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Attaching a Chain or Rope Nose Twitch to a Haltered Horse

Date completed _____

- 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 and to the left of the horse
- 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 horses 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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Snare Restraint of the Porcine Patient

Date completed _____

- The student observed the patient from a distance
- The student made sure that the pen is the correct size for snaring the patient
- The student made sure the loop in the snare was large enough to go over the patient's nose and into the mouth
- The student approached the patient on the side calmly and quietly
- The student, standing next to the patient, guided the loop of the snare into the mouth and over the nose or upper jaw
- The student made sure the loop is inserted far enough into the patient's mouth
- The student pulled the loop tight when it is in the proper position
- The student kept the loop tight while moving to the front of the patient
- The student maintained the pressure on the snare so that the patient could not escape
- The student kept control of the patient until the patient ceased to struggle
- The student released the patient after the procedure was completed

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Herding or Moving of the Porcine Patient

Date completed _____

- The student observed the patient from a distance
- The student made sure that the pen is the correct size for moving the patient
- The student moved to the patient keeping the board or panel between themselves and the patient
- The student approached the patient on the side calmly and quietly
- The student guided the patient along the fence from one end of the pen to the other using the board or panel
- The student kept control of the patient during the process
- The student did not rush the patient but allowed them to move at their own pace
- The student released the patient after moving them around the pen

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Herding and Capturing the Ovine/Caprine Patient

Date completed _____

- The student observed the patient (or group) from a distance
- The student approached the patient (or group) calmly and quietly
- The student allowed the group to remain together and moved near to the patient within the group
- 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
- The student kept control of the patient until the patient ceased to struggle

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Restraint of the Ovine/Caprine Patient

Date completed _____

Energy Efficient Method

- The student grasped the head or neck with the hand under the jaw
- 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 wood

Alternate Energy Efficient Method

- The student grasped the head or neck with the hand under the jaw
- The student reached under the abdomen of the patient and grasped the hind limb furthest from them
- The student pulled the hind limb ventral and toward them
- The student used their shoulder to push the patient's hip and at the same time lifted the patient's head causing the patient to sit on their rump with its feet toward the student
- The student stepped around the patient so that the patient's back is in front of them with the limbs of the patient pointing away
- The student placed the patient between their legs and allowed 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
- The student did not at any time grasp the patient by the wool

The Coordination Method

- The student grasped the head or neck with the hand under the jaw
- The student placed their hand on the patient's hip that is furthest away
- The student curved the patient's head to its side with its nose pointed toward its side
- The student pushed down and back on the patient's hip
- The student stepped back with the foot near the back of the patient
- The student placed the patient on its rump
- The student placed the patient between their legs and allowed 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
- The student did not at any time grasp the patient by the wool

The Hercules Method

- The student grasped the head or neck with the hand under the jaw
- The student grasped the fold of the patient's flank on the side furthest from them
- The student lifted and rolled the sheep onto their thighs
- The student lifted the feet of the patient off the ground
- The student set the patient on its rump
- 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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Restrain Rat by Grasping Over Shoulders for Oral Exam / Injection

Date completed _____

- The student isolated the rat without injury to either the animal or themselves
- The student restrained the rat to limit head movement so that the student is not injured, by one of the following methods:
    1. Placing the thumb on one side of the thorax just caudal to the scapula and the remaining fingers on the opposite side of the thorax caudal to the scapula
    2. Placing the thumb and forefinger on each scapula and pushing toward the ventral midline, making the forelimbs cross under the animal's chin
    3. Placing the index finger on one side of the head cranial to the forelimb. The thumb and ring finger are just caudal to the scapula, wrapping around the thorax
- The student provided support to the caudal half of the rat to control the animal and alleviate stress while moving it to the examination table
- The student moved the rat from its case to the table without losing control of the animal
- The student adequately controlled the rat when it struggled during the procedure
- The student determined the sex of the rat

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Handle Rat by Grasping the Base of the Tail

Date completed _____

- The student isolated the rat without injury to the animal or personnel
- The student grasped the base of the tail
- The student lifted the rat from the cage and immediately placed it on the exam table before the animal showed signs of stress
- The student moved the rat from its cage to the table without losing control of the animal
- The student successfully controlled the rat when it struggled

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Restrain Rabbit in Towel with Head Exposed

Date completed _____

- The student properly positioned the rabbit on the towel
- The student wrapped the towel directly under the chin and around the thorax of the rabbit so the forelimbs were secure
- The student was able to restrain the rabbit adequately when it struggled
- The student was able to restrain the rabbit in a manner that was adequate for the exam to be performed yet did not harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Restrain Rabbit in Towel for IM Injection

Date completed _____

- The student properly positioned the rabbit on the towel
- The student wrapped the towel over the head and around the thorax
- The student positioned their hands and arm around the wrapped rabbit to keep the body of the animal immobilized
- The student was able to restrain the rabbit in a manner that was adequate for control yet of no harm to the animal
- The student was able to restrain the animal adequately when it struggled

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Restrain Rabbit for Physical Exam and Sex Determination

Date completed _____

- The student scruffed the rabbit while the ears were pressed against the shoulders and placed a hand under the rump for support
- The student positioned the scruffed rabbit in dorsal recumbency so that the feet, legs and perianal area could be examined
- The student restrained the rabbit in a manner that was adequate for control yet of no harm to the animal
- The student immobilized the rabbit in a way that prevented personnel from being injured
- The student was able to restrain the animal adequately when it struggled
- The student determined the sex of the rabbit during restraint

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Restrain Rabbit in Cat Bag or commercial Rabbit Restrainer

Date completed _____

- The student prepared the cat bag or rabbit restrainer
- The student scruffed the rabbit, supported the rump, and placed it into the cat bag or restrainer
- The student properly secured the cat bag or restrainer
- The student restrained the rabbit in a manner that was adequate for control, yet of no harm to the animal
- The student immobilized the rabbit in a way that prevented personnel from being injured
- The student was able to restrain the animal adequately when it struggled

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Oral Drug / Medication to Rat

Date completed _____

- The student correctly restrained the animal for the procedure
- The student measured and selected the appropriate oral gavage needle
- The student appropriately placed the oral gavage needle for injection of sterile saline while monitoring the correct placement
- The student administered the sterile saline while monitoring the animal for signs of incorrect placement
- The student was able to successfully control the animal when it struggled

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Intraperitoneal Injection to Rat

Date completed _____

- The animal was adequately restrained
- The animal was positioned with its head downward, on its back
- The student inserted the needle into the caudal abdomen
- The student aspirated with the syringe to check placement
- The student injected the medication

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Subcutaneous Injection to Rat

Date completed _____

- The student selected the correct site for administration
- The student correctly restrained the animal for the injection
- 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 volume of medication or saline

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Collect Blood from Rat

Date completed _____

- The animal was correctly placed in sternal or lateral recumbency
- The student visualized the location of the vein being used for blood collection
- For tarsal/Saphenous venipuncture a digital tourniquet was applied to the leg (may be done by assistant)
- The student placed the needle in the skin with the bevel facing up and in the proper location
- The student collected the blood either by using a microhematocrit tube in the hub of a needle or removing the needle and using a microhematocrit tube directly at the puncture site
- Digital pressure was applied to prevent hematoma formation

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Subcutaneous Injection to a Rabbit

Date completed _____

- The student selected the proper site for administration
- The student properly restrained the animal to immobilize and protect the animal from injuring itself
- The student palpated the area to determine the proper placement of the needle for administration
- The student applied negative pressure on the syringe to check for blood or air prior to injection
- The student successfully administered the prescribed amount of medication
- The student was able to restrain the animal when it struggled

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Collect Blood from a Rabbit

Date completed _____

- The student properly restrained the rabbit to immobilize and protect the animal from injuring itself during the procedure
- The student selected the proper site for blood collection
- The student clipped the fur from the ear if necessary
- The student placed the needle in the skin with the bevel facing up and in the proper location
- The student's hand was in the proper position to hold the syringe and aspirate to obtain the sample
- The student placed a digit over the puncture site, removed the needle, and continued to apply pressure to the site to prevent hematoma formation

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Restrain a Bird and Perform Physical Exam

Date completed _____

- The student observed the bird to assess general appearance and condition before approaching it to begin the physical exam
- The student removed water bowls, perches and food containers from the carrier, if applicable
- Room lights were dimmed to reduce stress on the bird, if applicable
- The student approached the bird in a non-threatening manner
- The student allowed the bird to see and interact with a towel before trying to place it over the bird
- The student placed the towel over the bird's head
- The student appropriately grasped the bird firmly but gently around the neck while keeping the towel over the bird's head
- The student removed the towel from over the bird's head and wrapped the remaining portion of the towel around the body of the bird to prevent wing flapping, and thus potential injury to the bird or restrainer
- The student effectively restrained the feet to prevent scratching of the restrainer
- The student was careful not to compress the thorax of the bird during restraint, avoiding unnecessary distress and inadvertent suffocation of the bird
- The student examined the bird's face, beak, and inside the mouth
- The student ausculted the heart and air sacs
- The student examined the cloaca for discharge
- The student accurately recorded findings
- The student submitted a written physical exam report

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Trim Nails on a Bird

Date completed _____

- The bird was restrained appropriately either by the student or an assistant
- The student chose the correct type of nail trimmer
- The student placed the nail trimmers in the proper position on the nail
- The amount of nail removed was appropriate
- The nail did not bleed after removal of tip. If bleeding did occur, proper hemostasis was achieved by applying pressure or a cauterizing agent

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Obtain a History – Small or Large Animal

Date completed _____

- The student allowed the client to state the presenting problem before asking additional directed questions
- The student asked the questions clearly and used terminology the client understood so that the client was able to answer the question accurately
- The student maintained good communication skills:
  -good eye contact
  -non-verbal body language that encouraged the client to continue to speak
  -allowed the client to finish a statement without interrupting
- The student asked questions in such a way that the question was not a leading question (e.g. "you did see diarrhea, didn't you?")
- When/if a client was unable to understand a question the student was able to formulate a different way of asking the same question and obtaining the needed information
- The student periodically repeated the information back to the client to confirm what the student heard was a correct interpretation of what the client said or meant
- The student was able to direct the history taking dialogue to obtain the information in a timely manner (i.e., didn't allow the conversation to wander too far from the goal of getting a complete and accurate history
- The student was able to establish a working rapport with the client. The student conducted the history interview in a courteous and professional manner
- The student was able to gauge the amount of history needed based upon the critical status of the patient (i.e., if the case was an animal in critical status, only the pertinent history was obtained before emergency treatment was begun)
- The student accurately recorded the history obtained from the client in sufficient detail to convey all the information needed by the veterinarian

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Recording Patient Treatment/Clinical Data on a Hospitalized SA or LA Patient

Date completed _____

- The student accurately identified the patient on the Hospitalization Record form
- The student accurately recorded the clinical status of the animal
- The student obtained and recorded an accurate TPR
- The student accurately recorded any treatments performed on the animal
- The student accurately recorded any medications administered to the animal
- The student accurately recorded the veterinarian's orders for this patient
- The student accurately recorded any additional clinical data as directed by the veterinarian

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Participate in an Enema (Small or Large Animal)

Date completed _____

- The appropriate volume of fluid to deliver was prepared
- A person wearing exam gloves, properly lubricated the tube
- The tube was passed into the animal's rectum without force
- The prepared fluid was administered
- The tube was removed from the rectum
- The animal was placed in an area to observe the expulsion of contents from the colon

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform a Physical Examination on a Canine Patient

Dated completed _____

- The student observed the patient to assess attitude before approaching the animal to begin the physical examination
- The student examined each of the following items on the physical examination
    - Temperature, pulse, respiration
    - Capillary refill time
    - General appearance
    - Integumentary system
    - Musculoskeletal system
    - Circulatory system
    - Respiratory system
    - Genitourinary system
    - Nervous system
    - Ears
    - Eyes
    - Lymph nodes
    - Mucous membranes

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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform a Physical Examination on a Feline Patient

Date completed _____

- The student observed the patient to assess attitude before approaching the animal to begin the physical examination
- The student examined each of the following items on the physical examination
    - Temperature, pulse, respiration
    - Capillary refill time
    - General appearance
    - Integumentary system
    - Musculoskeletal system
    - Circulatory system
    - Respiratory system
    - Genitourinary system
    - Nervous system
    - Ears
    - Eyes
    - Lymph nodes
    - Mucous membranes

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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Oral Tablet or Capsule to a Dog

Date completed _____

- The student was able to open the mouth of the animal
- The student maintained control of the head or muzzle during the administration of the medication
- The medication was swallowed without choking
- The student was able to control the animal in a manner that was adequate to administer the medication yet did no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Oral Tablet or Capsule to a Cat

Date completed _____

- The student was able to open the mouth of the animal
- The student maintained control of the head or muzzle during the administration of the medication
- The medication was swallowed without choking
- The student was able to control the animal in a manner that was adequate to administer the medication yet did no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Oral Liquid to a Dog or Cat

Date completed _____

- The student maintained control of the head or muzzle during the administration of the medication
- The medication was swallowed without choking
- The student was able to control the animal in a manner that was adequate to administer the medication yet did no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Eye Drops or Ointment to a Dog or Cat

Date completed _____

- The student was able to open the eye of the animal
- The student maintained control of the head or muzzle during the administration of the medication
- The student successfully administered the medication into the eye
- The medication was administered without contamination of the applicator tip
- The student was able to control the animal in a manner that was adequate to administer the medication yet did no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Ear Medication to a Dog

Date completed _____

- The student was able to place the medication applicator in the proper position
- The student maintained control of the head or muzzle during the administration of the medication
- The student successfully administered the medication into the ear canal
- The medication was administered without contamination of the applicator tip
- The student was able to control the dog in a manner that was adequate to administer the medication yet did no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Ear Medication to a Cat

Date completed _____

- The student was able to place the medication applicator in the proper position
- The student maintained control of the head or muzzle during the administration of the medication
- The student successfully administered the medication into the ear canal
- The medication was administered without contamination of the applicator tip
- The student was able to control the cat in a manner that was adequate to administer the medication yet did no harm to the animal

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Subcutaneous Injection to a Dog

Date completed _____

- The student selected the proper site for administration
- The student properly introduced the needle into the site for administration
- The student aspirated the syringe to check for blood or air prior to injection
- The student successfully administered the prescribed amount of medication

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Subcutaneous Injection to a Cat

Date completed _____

- The student selected the proper site for administration
- The student properly introduced the needle into the site for administration
- The student aspirated the syringe to check for blood or air prior to injection
- The student successfully administered the prescribed amount of medication

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Intramuscular Injection to a Dog

Date completed _____

- The student selected the proper site for administration based on anatomical landmarks
- 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 successfully administered the prescribed amount of medication

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Intramuscular Injection to a Cat

Date completed _____

- The student selected the proper site for administration based on anatomical landmarks
- 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 successfully administered the prescribed amount of medication

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Cephalic Venipuncture in a Dog

Date completed _____

- The student selected the proper site for venipuncture
- The student properly introduced the needle into the site
- The student aspirated the syringe to check for blood
- The student drew the appropriate volume of blood for the required test
- The student or restrainer properly applied pressure to the puncture site to reduce bleeding

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Cephalic Venipuncture in a Cat

Date completed _____

- The student selected the proper site for venipuncture
- The student properly introduced the needle into the site
- The student aspirated the syringe to check for blood
- The student drew the appropriate volume of blood for the required test
- The student or restrainer properly applied pressure to the puncture site to reduce bleeding
-

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Saphenous Venipuncture in a Dog

Date completed _____

- The student selected the proper site for venipuncture
- The student properly introduced the needle into the site
- The student aspirated the syringe to check for blood
- The student drew the appropriate volume of blood for the required test
- The student or restrainer properly applied pressure to the puncture site to reduce bleeding

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Femoral/Medial Saphenous Venipuncture to a Cat

Date completed _____

- The student selected the proper site for venipuncture
- The student properly introduced the needle into the site
- The student aspirated the syringe to check for blood
- The student drew the appropriate volume of blood for the required test
- The student or restrainer properly applied pressure to the puncture site to reduce bleeding

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Intravenous Cephalic Injection to a Dog

Date completed _____

- The student selected the proper site for administration
- 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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Intravenous Saphenous Injection to a Dog

Date completed _____

- The student selected the proper site for administration
- 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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Intravenous Injection to a Cat

Date completed _____

- The student selected the proper site for administration
- 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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Trim Toe Nails in a Dog

Date completed _____

- The student placed the nail trimmers in the proper position on the nail
- The amount of nail tip removed was appropriate
- The nail did not bleed after removal of the tip

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Trim Toe Nails in a Cat

Date completed _____

- The student placed the nail trimmers in the proper position on the nail
- The amount of nail tip removed was appropriate
- The nail did not bleed after removal of the tip

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Ear Sample Collection and Preparation in a Dog or Cat

Date completed _____

- The student introduced the cotton-tipped applicator appropriately into the ear
- The swab, containing an appropriate sample, was removed from the ear and the sample applied to either a culture medium, transport medium (for transport to an outside laboratory for culture), or onto a slide (for examination for yeasts, parasites, and bacteria)
- The student stained the slide appropriately for yeast or bacteria
- The student applied mineral oil to the slide to look for otic parasites

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Clean Ears in a Dog

Date completed _____

- The student appropriately administered cleaning solution to the ear canal in sufficient quantity
- The solution was administered without contamination of the applicator tip
- The student massaged the ear canal externally
- The student cleaned the outer ear with cotton balls
- The student avoided placing swabs into the ear canal
- The ear canal was clean after the cleaning process

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Clean Ears in a Cat

Date completed _____

- The student appropriately administered cleaning solution to the ear canal in sufficient quantity
- The solution was administered without contamination of the applicator tip
- The student massaged the ear canal externally
- The student cleaned the outer ear with cotton balls
- The student avoided placing swabs into the ear canal
- The ear canal was clean after the cleaning process

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Express Anal Sacs in a Dog

Date completed _____

- The student wore exam gloves
- The student located the position of the anal sacs
- The student lubricated the index finger
- The student appropriately positioned the finger internally and thumb externally to express the anal sacs
- The contents of each anal sac were adequately expressed into a 4x4 gauze positioned properly to prevent spraying or leakage
- The student cleaned the area after expressing the anal sacs

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Bathe a Patient - Dog or Cat

Date completed _____

- Anal sacs were expressed and toe nail trims were done if required
- The student removed any collars or harnesses, cotton was placed in the ears
- The student thoroughly wetted the animal prior to application of the shampoo
- The student appropriately applied the shampoo and observed precautions
- The hair and skin were thoroughly rinsed of all shampoo
- Cotton balls were removed from the ears
- The animal was dried safely, adequately, and not overheated with a cage dryer
- Animal was combed or brushed, and mats removed if required

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Collect Free Catch Urine Sample –– Dog or Cat

Date completed _____

- The student selected a clean container that was appropriate for the amount
- The student collected the urine after the initial stream
- The student avoided contaminating the collected urine by contact with the animal's hair, etc
- The student collected at least 8 cc's of urine from a dog (or 3 cc's from a cat)

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Jugular Venipuncture in a Dog

Date completed _____

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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Jugular Venipuncture in a Cat

Date completed _____

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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Place a Cephalic Catheter in a Dog

Date completed _____

- The student clipped an area of appropriate size, leaving no hair at the site
- The student prepped the site for aseptic catheter placement and did not contaminate the site
- The student flushed the catheter with heparinized saline prior to placement
- The student placed the catheter into the skin with the bevel up
- The student looked for blood flow into the catheter and when blood was observed, threaded the catheter off the stylet into the vein
- The student secured the catheter to the patient's leg with tape without kinking the catheter
- The student flushed the catheter with heparinized saline

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Place a Cephalic Catheter in a Cat

Date completed _____

- The student clipped an area of appropriate size, leaving no hair at the site
- The student prepped the site for aseptic catheter placement and did not contaminate the site
- The student flushed the catheter with heparinized saline prior to placement
- The student placed the catheter into the skin with the bevel up
- The student looked for blood flow into the catheter and when blood was observed threaded the catheter off the stylet into the vein
- The student removed the stylet from the catheter and placed an injection cap on the catheter
- The student secured the catheter to the patient's leg with tape without kinking the catheter
- The student flushed the catheter with heparinized saline

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Place a Saphenous Catheter in a Dog

Date completed _____

- The student clipped an area of appropriate size leaving no hair at the site
- The student prepped the site for aseptic catheter placement and did not contaminate the site
- The student flushed the catheter with heparinized saline prior to placement
- The student placed the catheter into the skin with the bevel up
- The student looked for blood flow into the catheter and when blood flow as observed, threaded the catheter off the stylet into the vein
- The student removed the stylet from the catheter and placed an injection cap on the catheter
- The student secured the catheter to the patient's leg with tape without kinking the catheter
- The student flushed the catheter with heparinized saline

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Apply and Remove a Modified Robert Jones Bandage

Date completed _____

- The student applied tape stirrups to the distal portion of the limb
- The student applied two layers of soft padding onto the limb starting at the distal portion of the limb. The student made sure it was not too tight before starting the next layer
- The student applied a layer of gauze to the limb, starting at the distal portion of the limb. The student made sure it was not too tight before starting the next layer
- The student reflected the tape stirrups to adhere to the gauze
- The student applied a layer of protective cover to the limb, making sure it was not too tight
- The limb was in proper position once the bandage was complete. The student checked the toes for temperature and swelling
- The student appropriately removed the bandage from the patient

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administer Subcutaneous Fluids to a Dog or Cat

Date completed _____

- The student chose the proper needle size for the patient
- The student placed the needle in the correct area
- The student administered the appropriate amount of fluids at each site

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Cystocentesis in a Dog or a Cat

Date completed _____

- The student palpated the bladder while the patient was restrained in lateral, dorsal or standing recumbency
- The student chose the appropriate size needle for the patient and the appropriate size syringe for the sample to be obtained
- The student examined the area of the needle placement to ensure its cleanliness and prepared it with alcohol
- The student placed the needle on the midline (female)
- The student placed the needle in the correct area and avoided the prepuce (male)
- The student aspirated to determine if the needle was in the bladder. If the needle was in the bladder, the student drew enough urine for the sample
- If the needle was not in the bladder, the student released negative pressure on the syringe, withdrew the syringe and needle and got a new syringe and needle to try again. The student did not redirect within the abdomen
- The student did not aspirate while placing or withdrawing the needle

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Place a Urinary Catheter in a Male Dog

Date completed _____

- The student chose the proper type and size catheter for the dog
- The student, while an assistant exposed the penis, prepared the penis aseptically without touching the prepuce
- The student lubricated the distal end of the catheter without contaminating the catheter
- The student introduced and passed the catheter into the bladder without contamination
- The student emptied the bladder with a syringe if the catheter was to removed
- The student attached a collection system to the catheter if the catheter was to stay in

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Collect and Prepare Vaginal Cytology – Canine

Date completed _____

- The student had an assistant hold the dog in either sterna or standing recumbency
- The dog was held firmly to minimize movement prior to sampling
- The student properly placed a lubricated speculum into the vagina
- The student moistened a sterile cotton swab with sterile saline
- The student collected the sample as far cranial as possible without contaminating the sample/swab
- The student rolled the swab across the slide to distribute the cells along the slide
- The student stained the slide with Diff-Quick

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Place a Stomach Tube in a Dog or Cat

Date completed _____

- The student measured the tube, placing the tip of the tube at the last rib and marking the tube at the point of the mouth prior to placement
- The student placed the mouth speculum in the mouth in the correct position
- The student properly lubricated the stomach tube
- The student properly passed the tube into the dog's stomach without force
- The student verified the tube was in the stomach by palpating the tube within the neck, injecting 100 mL of air and an assistant auscultating the stomach for gurgling, or injecting 50 mL of sterile saline and listening for a cough
- The student administered the medication into the stomach tube (Tap water may be used if needed)
- The student sealed the end of the tube to prevent aspiration of medication and removed the stomach tube from the dog

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform a Comprehensive Oral Health Assessment and Treatment in a Dog or Cat

Date completed _____

- The student performed an oral exam to evaluate occlusion, any retained deciduous or deformed teeth, and evaluate the amount of calculus present
- The student examined the gingival tissues and pocket depths around all of the teeth with a periodontal probe and noted the abnormalities on either the dental or patient chart
- The student placed towels under the patient's head and neck to prevent potential aspiration of water and debris
- The student wore a mask, exam gloves and goggles before beginning the scaling of the teeth
- The student properly hand scaled the subgingival area of the teeth with a manual instrument
- The student removed the calculus from the supragingival area of the teeth, by either starting out with manual instruments and then using the ultrasonic scaler, or just using the ultrasonic scaler
- When manual instruments were used, the student maintained the proper angle with the scaling instrument and moved from the gingival edge toward the crown
- The student did not leave the ultrasonic scaler on the tooth for longer than 10-15 seconds at a time
- The student maintained the side of the ultrasonic scaler parallel to the tooth and worked with overlapping strokes from the gingival edge toward the crown
- The student polished the teeth using the polish device at low speed, moving from each tooth every 2-3 seconds
- The student rinsed the teeth with water to remove any residual debris from the mouth
- The student performed a post cleaning oral exam and charted the teeth on the appropriate dental chart or record
- The student prepared a set of home care instructions for the client

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Skin Scraping

Date completed _____

- The student placed a drop of mineral oil on the microscope slides being used
- The student moistened the scalpel blade with mineral oil
- The student selected an appropriate site/lesion for scraping
- The student pinched a fold of skin and scraped the surface until drops of capillary blood appeared
- The student transferred the material collected onto the glass slide with mineral oil

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Collect a Sample for Dermatophyte Culture and Inoculate Media

Date completed _____

- The student identified a suspected Dermatophyte lesion
- The student cleansed the area with 70% alcohol on a cotton ball
- The student obtained a small scraping of superficial debris and hair from the margin of the lesion using a sterile scalpel blade and forceps, or plucked a sample of hair from the margin of the lesion using hemostats
- The student inoculated the culture media by placing the sample slightly below the surface of the media
- The student left the lid to the tube slightly open
- The student allowed the culture to incubate at room temperature

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Schirmer Tear Test

Date completed _____

- The student prepared the test strip, folding at the notch while still in the package
- The student removed the strip from the package, touching only the end that is not placed on the eye
- The student inserted the strip between the lower eyelid and the cornea
- The student held the strip in place for 60 seconds, preventing the animal from rubbing the eye or removing the strip
- The student removed the strip from the eye and measured the length of the strip that was we according to the manufacturer's instructions

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Fluorescein Stain Test

Date completed _____

- The student moistened the end of a sterile Fluorescein stain strip using sterile eye wash or artificial tear solution
- The student elevated the upper eyelid
- The student placed the moistened tip of the strip on the bulbar conjunctiva for 1-2 seconds or further moistened the strip and allowed the stain to drip onto the cornea
- The student removed the strip (if touched to the eye) and allowed the animal to blink
- The student flushed the eye with sterile eyewash
- The student examined the cornea in a partially darkened room

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Tonometry

Date completed _____

- The student checked the tonometer for function and cleanliness before using (calibrated)
- The student instilled topical ophthalmic anesthetic drops in both eyes without touching the tip of the bottle to the eye
- The student waited 30-60 seconds before beginning the test
- The student assured the animal's head was restrained and positioned for the procedure
- The student placed the tonometer on the animal's cornea and noted the reading
- If a Schiotz was used, the student converted the values to mg Hg

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Apply Emergency Bandage / Splint (not a plain Modified Robert Jones)

Date completed _____

- The student applied tape stirrups to the distal portion of the limb
- The student covered any open wounds with non-adhering gauze pads and secured them with tape
- The student applied either roll cotton (Robert Jones bandage) or cast padding (splint) to the limb, starting at the distal portion of the limb
- The student appropriately applied a layer of gauze to the limb, starting at the distal portion of the limb
- If using a splint, the student chose an appropriate splint and applied it to the limb
- The student reflected the tape stirrups proximally on the limb
- The student applied a layer of protective tape such as Vetwrap® or Elastikon® to the limb
- The student checked the bandage after each layer to make sure it was not too tight
- The limb was in proper position once the bandage was complete
- The student checked the toes for temperature or swelling

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Hospitalized Patient Care, Recordkeeping and Observation of a Critical Patient

Date completed _____

- The student chose and identified the patient by its signalment and ailment and recorded the information on the patient record
- The student chose a critical case such as an unregulated diabetic, HBC, renal failure, pancreatitis, etc.
- The student provided care for at least 4 hours of the patient's hospitalization
- The student initialed each entry to verify they performed the observation and treatment during the 4 hours
- The student recorded the hourly monitoring and observation parameters accurately and chronologically
- The student recorded all treatments administered during the monitoring period accurately
- The student brought variations from normal parameters to the attention of the veterinarian in charge of the patient
- The record was clear, accurate and easy to follow

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Calculate, Monitor and Maintain Intravenous Fluids and Provide IV Catheter Care

Date completed _____

- The student chose a case which required intravenous fluids for a minimum of 12 hours
- The student showed their calculation of the flow rate for the IV fluids for the patient
- The student set the flow rate to deliver the desired amount
- The student recorded the volume of fluid administered hourly, as well as the total for the day
- The student maintained the correct rate of fluid administration
- The student monitored the IV catheter site for signs of swelling, redness or non-patency
- The student specifically observed the patient for parameters related to hydration status, including respiration rate and character, lungs sounds, skin turgor, mucous membrane color and character, and capillary refill time
- The student monitored the patient and recorded all data for at least 4 hours

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Closed-Chest Cardiopulmonary Resuscitation (CPR) – Small Animal

Date completed _____

- The student simulated checking the patient for heartbeat and respiration
- The student simulated placing an appropriate size endotracheal tube, using a laryngoscope and securing it with gauze
- The student simulated administration of oxygen using the proper delivery system and oxygen flow rate
- The student simulated ventilation of the animal at the proper rate and pressure
- The student simulated performing chest compressions, using the proper technique for the patient, at the proper rate
- The student demonstrated the technique for abdominal compressions/counterpulsions with an assistant performing chest compressions
- The student simulated intravenous catheter placement and administration of fluids
- The student simulated the drawing and administration of emergency drugs as directed by the veterinarian
- The student attached an ECG monitor to the patient

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform a Physical Examination in a Bovine Patient

Date completed _____

- The student observed the patient to assess attitude before approaching the patient to begin the physical examination
- The student counted the respiration rate of the patient by observing the nostril movement/flares or chest movement for 30 seconds and recorded the number of respirations in breaths per minute
- The student located and palpated an artery or ausculted the chest of the patient, counted for 15 seconds and recorded the heart rate results in beats per minute
- The student examined each of the following items on the physical examination:
    - Capillary refill time/Mucous membranes
    - General appearance
    - Body condition scoring
    - Integumentary system
    - Musculoskeletal system
    - Circulatory system
    - Respiratory system
    - Genitourinary system
    - Nervous system
    - Ear
- The student accurately recorded the findings of the physical examination including any abnormalities

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform a Physical Examination in an Equine Patient

Date completed _____

- The student observed the patient to assess attitude before approaching the patient to begin the physical examination
- The student counted the respiration rate of the patient by observing the nostril movement/flares or chest movement for 30 seconds and recorded the number of respirations in breaths per minute
- The student located and palpated an artery or ausculted the chest of the patient, counted for 15 seconds and recorded the heart rate results in beats per minute
- The student examined each of the following items on the physical examination:
    - Capillary refill time/Mucous membranes
    - General appearance
    - Body condition scoring
    - Integumentary system
    - Musculoskeletal system
    - Circulatory system
    - Respiratory system
    - Genitourinary system
    - Nervous system
    - Ear
- The student accurately recorded the findings of the physical examination including any abnormalities

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Jugular Venipuncture in a Bovine Patient

Date completed _____

- 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, then placed the needle in the skin with the bevel up and in the proper location, then attached the syringe
- 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 released the digital tourniquet when the appropriate volume was achieved
- The student placed a digit over the puncture site
- The needle was removed from the patient; digital pressure was applied to prevent hematoma

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administration of an Intravenous Injection in a Bovine Patient

Date completed _____

- 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, then placed the needle in the skin with the bevel up and in the proper location, then attached the syringe
- The student's hand was in the proper position to hold the syringe and draw back on the plunger to check for blood prior to injection
- The student injected the drug without signs of extravasation
- The student placed a digit over the puncture site
- The needle was removed from the patient; digital pressure was applied to prevent hematoma

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administration of Subcutaneous Injection in a Bovine Patient

Date completed _____

- 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

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administration of Liquid Medication in a Bovine Patient

Date completed _____

- The student was able to open the mouth of the patient
- The student maintained control of the head or muzzle during the administration of the medication
- The student was able to insert the Frick (or equivalent) speculum and stomach tube or the drenching instrument of choice
- The student passed the stomach tube and verified the correct placement
- The medication was swallowed without choking when using a drenching instrument
- The student was able to control the patient in a manner that was adequate to administer the medication yet did not harm the patient
- The student removed the stomach tube so that the liquid remaining in the tube was not aspirated by the patient
- The student removed the oral speculum that was used to facilitate the placement of the stomach tube

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administration of Bolus Medication in a Bovine Patient

Date completed _____

- The student restrained the head of the patient and 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
- 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 not harm the patient

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Jugular Venipuncture in an Equine Patient

Date completed _____

- 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, then placed the needle in the skin with the bevel up and in the proper location, then attached the syringe
- 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 released the digital tourniquet when the appropriate volume was achieved
- The student placed a digit over the puncture site
- The needle was removed from the patient; digital pressure was applied to prevent hematoma

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administration of an Intravenous Injection in the Equine Patient

Date completed _____

- 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, then placed the needle in the skin with the bevel up and in the proper location, then attached the syringe
- The student's hand was in the proper position to hold the syringe and draw back on the plunger to check for blood prior to injection
- The student injected the drug without signs of extravasation
- The student placed a digit over the puncture site
- The needle was removed from the patient; digital pressure was applied to prevent hematoma

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administration of Intramuscular Injection in an Equine Patient

Date completed _____

- In an adult horse, the student prepared the serratus cervicis for the IM injection, and
- pointed out and listed 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 figure and the shaft of the needle toward their palm, the student tapped the side with the back of their hand or fist and without hesitation, turned the 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 1 cc of saline
- There was no blood return on aspiration
- The student rubbed the site after withdrawal of the needle

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Administration of Liquid Medication in an Equine Patient

Date completed _____

- The student was able to open the mouth of the patient
- The student maintained control of the head or muzzle during the administration of the medication
- The student was able to insert the drenching instrument of choice
- 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 not harm the patient

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Collect Milk Sample and Perform California Mastitis Testing

Date completed _____

- The student collected milk samples from each quarter in four clean CMT paddle cups labeled A,B,C,D
- The student added an equal volume of CMT solution to each cup
- The student rotated the CMT paddle in a circular motion for 10 seconds to thoroughly mix the contents
- The student read the test immediately and classified results based on the presence or lack of thickening/gelling due to the presence/absence of DNA from white blood cells in the sample

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Lower Leg Wrap in the Horse

Date completed _____

- 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, caudally → medial → cranial and overlapped laterally to finish. If roll cotton was used, at least two layers were applied with the leading end of the bandage overlapped, approximately 2-3" with the end of the padding. The 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 padding top
- The student applied the bandage without wrinkles, tight enough to prevent slippage but not so tight as to restrict circulation

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Tail Wrap in the Horse

Date completed _____

- The student properly approached the patient on the left side, 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 ever tension and overlapping the 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 caudal vertebrae and secured the wrap with the device appropriate for the wrap utilized

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Placement of Jugular Intravenous Catheter in a Large Animal

Date completed _____

- The student clipped an area of appropriate size, leaving no hair at the site
- The student prepped the site for an aseptic catheter placement and did not contaminate the site once it was prepped
- The student "tented" the skin and inserted the needle with the bevel up
- The student directed the needle into the vein and inserted the needle
- The student observed the catheter for blood flow and when blood was seen, advanced the length of the catheter into the vein
- The student placed the needle guard over the needle
- The student removed any protective sleeve or stylet associated with the catheter
- The student placed an injection cap or extension set with cap on the catheter
- The student flushed the catheter with heparinized saline, aspirated blood to check proper placement and patency, and flushed the catheter again
- The student secured the catheter with appropriate bandage material and technique

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Anesthesia Record Procedures – Large or Small Animal

Date completed _____

- The anesthetic record included the following information
    - Patient Name, Signalment, Weight
    - Date
    - Procedure
    - Special precautions (if any) or patient conditions pertinent to anesthesia
    - TPR prior to premedication and preferably at rest (that morning) or peri anesthetic period, including the amount and the time it was given
    - Heart rate, respiratory rate and gas concentration recorded every 5 minutes on the anesthesia record
    - IV fluid amount every 15-30 minutes (total at end of procedure)
    - Blood pressure readings and pulse oximetry values recorded every 10 minutes (if using)
    - Notes pertaining to major anesthetic or surgical events
    - Post operative pain medication (if given) agent and amount
    - Time of beginning and end of anesthesia, procedure and extubation
    - Synopsis of patient recovery
- The student used black or blue ink, no pencil
- The record was legible and able to be interpreted
- If a mistake was made, it was crossed out with a single line and initialed

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Anesthetic Delivery and Monitoring Equipment Use and Maintenance

Date completed _____

- The student demonstrated/described use and maintenance of the following equipment:
    - Pulse oximeter
    - Esophageal stethoscope
    - Electrocardiograph
    - Rebreathing system
    - Non-rebreathing system
    - Induction chamber
    - Blood pressure monitoring device
    - Thermometer
    - Scavenging system
    - Oxygen source
    - Laryngoscope
    - Ambu bag
    - Mask
    - Capnometer

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Pre-Anesthetic Preparation of the Anesthetic Machine – Small Animal

Date completed _____

- The student checked the oxygen source to verify there was enough oxygen to complete the procedure if applicable
- The student turned the oxygen on and verified the oxygen pressure gauge was working and the flow meter was functioning by turning on the flow meter temporarily to watch the ball move to the desired oxygen flow
- The student checked the soda lime canister to ensure the granules were fresh according to the practice standard operating procedure
- The student checked the vaporizer to make sure there was inhalant agent in the vaporizer and that it was at least half full and the dial moved smoothly
- The student attached the proper breathing system and breathing bag for the patient being anesthetized
- The student raced the flow from the source, to the patient, from the patient and back to the scavenge system to ensure all connections were correctly assembled
- The student performed a low-pressure leak test to ensure all connections were secure and no leaking of gas would occur
- The student opened the pop-off valve to ensure it was not stuck or closed prior to anesthesia

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Preparation of Supplies Prior to General Inhalant Anesthesia – Small Animal

Date completed _____

- The student chose at least 2 endotracheal tubes of appropriate size for the patient to be anesthetized, checked the cuffs for leaks, and placed them at the induction area
- If the case is a feline, the student prepared lidocaine spray/gel and a stylet to aid in intubation
- The student placed a piece of non-stretch gauze near the endotracheal tubes for use in tying the tube. The piece was of adequate length to tie around the tube
- The student placed a syringe near the endotracheal tubes for use in filling the cuff after intubation
- The student placed a syringe of heparinized saline at or near the induction site to use in verifying intravenous catheter patency
- The student prepared an intravenous catheter of appropriate size for the patient being anesthetized
- While leaving the catheter in the package, the student opened the catheter, removed the cap, flushed the catheter with heparinized saline and placed at or near the induction area
- The student placed clippers and aseptic preparation materials at or near the induction are for clipping and prepping the intravenous catheter site
- The student provided ophthalmic lubricating ointment at or near the induction are to lubricate the eye after induction
- The student calculated oxygen flow rate prior to induction
- The student provided an oxygen mask near the induction area to provide oxygen or inhalant agent prior to intubation if needed
- The student had a stethoscope and other monitoring devices (depending on practice standard operating procedure) ready for use at the induction area and verified they were in working order
- The student located and made others aware of the location of the emergency supplies in case they are needed during the procedure
- The student provided towels, blankets and other methods for keeping the patient warm at the area
- The student set up intravenous fluids with an administration set at the induction area for use during anesthesia
- The student prepared the anesthesia record and placed it at the area for induction
- The student prepared the anesthesia induction agent so it was ready to administer at time of induction

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Pre-Anesthetic Preparation of the Patient for Anesthesia – Small Animal

Date completed _____

- The student identified the patient's chart and reviewed it to ensure that the appropriate laboratory tests had been performed as defined by the practice standard operating procedure
- The veterinarian was consulted regarding results prior to premedication or induction of general anesthesia
- The student performed a physical exam prior to administering any anesthetic premedication any abnormalities were brought to the attention of the veterinarian
- The student reviewed the procedure to be performed and the patient's condition, and prepared according to the facility SOP for premedication, general anesthesia and maintenance
- The student calculated the dosages of preanesthetic agents and induction agents as prescribed by the veterinarian, and had those doses checked by the mentor prior to administration
- The student administered the approved premedications to the patient at least 15-30 minutes prior to induction of general anesthesia

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Induction by Injectable Agent – Small Animal

Date completed _____

- The student checked the syringe to verify the amount drawn up in the syringe matched the calculations
- The student removed any air bubbles in the syringe
- The student flushed the patient's catheter with heparinized saline to ensure its patency
- The student checked the work area one last time to make sure all materials were ready
- The student, with an assistant holding the patient, administered the induction agent according to practice standard protocol
- The student attempted to open the patient's mouth to determine if more induction agent was needed to intubate

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Intubation of a Dog

Date completed _____

- The student waited until the assistant opened the mouth and the dog did not resist opening of the mouth
- The student chose an appropriate endotracheal tube, and used the tube to push the tongue out to the side of the mouth so the assistant could grasp it with a gauze sponge and extend the tongue over the lower canine teeth. The assistant or student did NOT place their hands in the dog's mouth at any time
- The student attached the breathing tubes, palpated at the thoracic inlet to feel the tip of the endotracheal tube and to verify that only one tubular structure existed
- The student used roll gauze to secure the endotracheal tube
- The student inflated the cuff until no leak was heard when inflating the lungs to a pressure of 20 cm H_2O a small leak should be heard when inflating the lungs past 20 cm H_2O

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Intubation of a Cat

Date completed _____

- The student waited until the assistant opened the mouth and the cat did not resist opening of the mouth to apply lidocaine to the larynx
- The student chose an endotracheal tube, placed a stylet in the tube and used the tube to push the tongue out to the side of the mouth so the assistant could grasp it with a gauze sponge and extend the tongue over the lower canine teeth. The assistant or student did NOT place their hands in the mouth at any time
- The student visualized the opening of the trachea, placed the tube in the trachea without force, and pulled the stylet from the tube
- The assistant held the cat's mouth shut and the cat was laid on its side while the student attached the breathing tubes, palpated at the thoracic inlet to feel the tip of the endotracheal tube and to verify that only one tubular structure existed
- The student used roll gauze to tie the endotracheal tube behind the cat's head, and behind both ears
- The student inflated the cuff until no leak was heard when inflating the lungs to a pressure of 20 cm H_2O a small leak should be heard when inflating the lungs past 20 cm H_2O

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Maintenance and Monitoring of General Anesthesia – Small Animal

Date completed _____

- The student set the oxygen flow rate according to the patient's weight and requirement based on the breathing system
- The student adjusted the vaporizer setting to 15-3% based on the patient's response to the induction agent
- The student verified that the patient was breathing and recorded a heart rate before proceeding further to ensure the patient was stable following induction and intubation
- The student placed an esophageal stethoscope into the esophagus (if monitoring) order to facilitate quick removal if an emergency arose
- The student attached the ECG (or appropriate alternative) according to the practice standard operating procedure
- The student attached intravenous fluids to the catheter and set the rate for surgical maintenance as ordered by the veterinarian
- The student manually squeezed the rebreathing bag every 1-2 minutes regardless of the patient's respiratory rate to 15-20 cm H_2O
- The student recorded values including heart rate, respiratory rate, anesthetic gas concentration and fluid volume administered (as well as any other parameters being monitored) on the anesthesia record every 5 minutes (every 30 minutes for fluids)
- The student brought abnormal readings to the attention of the veterinarian
- The student checked the patient's reflexes (palpebral, pedal, jaw tone, eye position, depending on accessibility) to ensure the patient was neither too deep nor too light, and brought abnormal responses to the attention of the veterinarian
- The student observed the patient's respiratory function by observing the rebreathing bag to count rate and observing chest excursions to ensure adequate depth of each breath
- The student maintained the anesthetic gas concentration at the lowest level possible to achieve general anesthesia
- The student decreased the anesthetic concentration near the end of the procedure

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Recovery from General Anesthesia – Small Animal

Date completed _____

- The student turned off the inhalant anesthetic gas and administered oxygen for a period of 2-5 minutes to scavenge waste gases prior to disconnecting the breathing circuit
- The student inspected the oral cavity to insure it was free of secretions and/or objects that could impede respiration
- The student maintained the patient's head in a normal position
- The student deflated the endotracheal tube cuff and untied it from the patient to facilitate quick removal
- If placed, the student removed the esophageal stethoscope and other monitoring devices prior to the patient awakening from general anesthesia
- The student removed the endotracheal tube when the patient began to swallow (2-3 time) without stimulation
- The student observed the patient following extubation for signs of respiratory distress and/or cyanosis, and informed the veterinarian if abnormalities were noted
- If abnormalities were noted, the student administered oxygen while awaiting the arrival of the veterinarian
- The student recorded heart rate, respiratory rate and temperature following extubation. Values were recorded every 5 minutes for the first 15 minutes following extubation. Abnormalities were brought to the attention of the veterinarian
- The student used available means to elevate body temperature to normal. The student recorded the patient's temperature every 30 minutes to insure the patient did not become overheated. Heating methods were discontinued once the patient's temperature reached 100 degrees Fahrenheit
- The student placed the patient (if recumbent) in the opposite recumbency as it was during the procedure to assist in ventilating the previously "down" lung field
- If indicated, IV fluids were continued and the rate and catheter site monitored
- The patient was monitored for signs of pain and analgesics administered as needed on the orders of a DVM, and recorded in the patient record
- The patient was monitored closely for respiratory depression if narcotic analgesic were administered
- The student recorded recovery parameters and notes at the bottom of the anesthetic record to become a part of patient's permanent record

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Pre-Anesthetic Evaluation of the Patient for Anesthesia – Large Animal

Date completed _____

- The student identified the patient's chart and reviewed it to ensure the proper blood work was performed as defined by the practice standard operating procedure. The veterinarian was consulted about the blood work or other laboratory results prior to pre-medication
- The student confirmed pre-operative TPR, CRT, MMC, and an auscultation of the heart was performed prior to administering anesthetic pre-medication agents. Any abnormalities were brought to the attention of the veterinarian
- The student reviewed the procedure to be performed, the patient's condition and prepared accordingly for premedication

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Pre-Anesthetic Preparation of the Anesthetic Machine – Large Animal

Date completed _____

- The student checked the oxygen source to verify there was enough oxygen to complete the procedure
- The student turned the oxygen on and verified the oxygen pressure gauge was working and the flow meter was functioning by turning on the flow meter and temporarily watching the ball move to the desired oxygen flow rate
- The student checked the soda lime canister to ensure the granules were fresh according to the practice standard operating procedure
- The student confirmed that the vaporizer was full of the desired inhalant for the case and the dial moved smoothly
- The student attached the proper breathing system and re-breathing bag or ventilator for the patient being anesthetized
- The student performed a low-pressure leak test to ensure all connections were secure and no leaking of gas would occur
- The student opened the pop-off valve to ensure it was not stuck or closed prior to anesthesia

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Preparation of Supplies Prior to General Inhalant Anesthesia – Large Animal

Date completed _____

- The student chose the endotracheal tubes of appropriate size for the patient to be anesthetized, checked the cuff for leaks and place the tube near the induction area along with a mouth speculum, if needed, secure by taping the intubated tube, eye lubricant, and a cuff syringe
- The endotracheal tube was prepared for intubation by placing a small amount of lubricant around the cuff end of the endotracheal tube
- The student placed a heparinized saline near the induction area for use in checking intravenous catheter patency
- The student located emergency supplies in case they are needed during the procedure
- The student had a stethoscope and checked to be sure any other monitoring devices were in working order for the procedure
- The student calculated and set up intravenous fluids with an administration set for use during anesthesia
- The student prepared the anesthesia record and placed it near the area for induction so that recording would be started after induction

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Induction of Anesthesia – Large Animal

Date completed _____

- The tech student, either alone or assisting a vet student, verified the correct dosages of anesthetic drug, as prescribed by the veterinarian, were drawn up to be given to the patient
- The tech student, either alone or assisting a vet student, removed any air bubbles in the syringe or primed the IV line with the agents to be given to the patient
- The tech student, either alone or accompanied by a vet student, verified patency of the intravenous catheter
- The tech student, either alone or assisting a vet student, administered the preanesthetic agents and flushed the catheter with heparinized saline
- The tech student, either alone or assisting a vet student, waited for the preanesthetic agents to fully affect the patient before administering any induction agent
- When the preanesthetic agents had full effect the tech student, either alone or assisting a vet student, gave the induction agents in a manner appropriate for use

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Maintenance and Monitoring of General Anesthesia – Large Animal

Date completed _____

- The tech student, either alone or assisting a vet student, made sure the patient was adequately padded and the front lower leg was pulled forward, if necessary, to prevent any myopathies or neuropathies from occurring
- The tech student, either alone or assisting a vet student, verified the flow rate of oxygen was adequate for the patient during the procedure
- The tech student, either alone or assisting a vet student, verified anesthetic depth was appropriate and vaporizer settings were appropriate during the procedure
- The tech student, either alone or assisting a vet student, correctly attached any monitoring equipment used during the procedure
- The tech student, either alone or assisting a vet student, monitored all required patient vital parameters and recorded them at five minute intervals. Any abnormal readings were brought to the attention of the veterinarian

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Equine Extubation

Date completed _____

- The student observed the patient being extubated either following a swallow response, or at the safest moment for the attending staff so that no personnel were injured
- The student observed that any mouth speculum was removed
- The student observed the patient was able to breath freely and a nasal tube was placed to provide a patent airway if necessary
- The student observed that any nasal tube was secured for patient recovery
- The student observed oxygen being administered to the patient if necessary

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Recovery from Anesthesia – Large Animal

Date completed _____

- The student discontinued administering the anesthetic agent(s) to the patient
- The student disconnected all attached monitoring devices
- The student secured the endotracheal tube according to the facility's SOP
- The student deflated the cuff on the endotracheal tube if necessary for the recovery of the patient
- The student positioned the patient in lateral recumbency for recovery
- The student extended the lower limb cranially
- The student assisted with other positioning and recovery equipment as directed by the experienced person
- The student followed the protocol for patient recovery according to the facility's SOP
- The student assisted the patient (if necessary) to facilitate the patient's move to sterna recumbency
- The student assisted the patient (if necessary) to facilitate the patient's move to stand up
- The student noted on the anesthesia record the recovery rating, time to recovery, time to sternal, and time to standing

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Provide Post-Surgical Clean Up and Operating Room Sanitation and Care

Date completed _____

- The student cleaned equipment and instruments used in a surgical procedure
- The student cleaned the surgery room following a surgical procedure
- The student properly disposed of hazardous medical waste
- The student properly sanitized the surgery room to prepare for the next surgery

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Clean Instruments Post-Operatively

Date completed _____

- The student selected at least five different types of instruments to clean
- The student opened instruments and disassembled multi-part instrument as appropriate
- The student mixed neutral pH instrument detergent with water
- The student placed soiled instruments in detergent solution
- The student scrubbed instruments with attention to:
    - To-and-fro motion
    - Direction of serrations
    - Direction of metal grain
- The student avoided use of wire bristle brush
- The student used accessary cleaning tools as needed (i.e., pipe cleaner, bottle brush)
- The student rinsed the instruments thoroughly
- The student carefully inspected the instruments, removed instruments in need of repair, and lubricated instruments with instrument milk
- The student re-assembled instruments if needed
- The student laid instruments out to dry or gathered instruments to prepare to assemble a pack

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Prepare a Surgical Pack for Sterilization

Date completed _____

- The student gathered the appropriate instruments, and instrument plan if applicable
- The student gathered the appropriate linen supplies if applicable
- The student selected the appropriate packaging material and chemical indicator
- The student assembled the pack correctly by following the instructions on the checklist or recipe
- The student appropriately selected and placed the chemical indicator
- The student appropriately selected and utilized packaging material

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Sterilize an Instrument Pack

Date completed _____

- The student selected an appropriately prepared instrument pack
- The student placed the pack in a hi-vac or gravity autoclave
- The student stated verbally the type of steam autoclave: hi-vac or gravity
- The student stated verbally the steam autoclave settings for processing the surgical pack, including temperature (degrees F or C), exposure time (minutes), and dry cycle time (minutes)
- The student operated the steam autoclave properly
- The student opened the autoclave door slightly for at least 10 minutes but not more than 20 minutes following processing was completed
- The student removed the surgical pack from the autoclave with attention to personal safety and without compromising sterility (i.e., used oven mitt)
- The student placed the cooled pack on a clean, flat surface

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Sterilize an Individually Packaged Instrument or Item

Date completed_____

- The student selected appropriately prepared instrument or item, in a peel pouch or wrapped Note: A package of 10-20 gauze squares would be considered an individual item
- The student placed the packaged item appropriately into the autoclave
- The student identified the type of steam autoclave: hi-vac or gravity
- The student identified the steam autoclave settings for processing the item, including temperature (degrees F or C), exposure time (minutes), and dry cycle time (minutes)
- The student operated the steam autoclave properly
- The student opened the autoclave door slightly for at least 10 minutes but not more than 20 minutes following processing was complete
- The student removed the item from the autoclave with attention to personal safety and without compromising sterility (i.e., used oven mitt)
- The student placed the cooled item on a clean, flat surface
- If item wrapped: The student opened the item to show that chemical indicators had changed to indicate successful sterilization, stating verbally the changes noted
- If item in peel pouch: The student inspected the package to ensure it was intact, and stated verbally the result of the inspection as well as the chemical indicator reading

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Open a Surgical Pack

Date completed _____

- The student selected the appropriate surgical pack
- The area where the pack was placed was dry and level
- The pack is opened without contamination and the flaps are opened in the correct order
- The student checked the chemical indicator to ensure sterility

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Open a Gown and Gloves

Date completed _____

- The student selected the appropriate gown size
- The student selected the appropriate glove size
- The area where the gown and gloves were placed was dry and level
- The gown is opened without contamination and the flaps are opened in the correct order
- The student checked the chemical indicator to ensure sterility
- The gloves are opened without contamination
- The student tied or assisted with tying the surgery gown aseptically

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Position Patient for Procedures and Express Urinary Bladder

Date completed _____

- The student identified the procedure:
    - Laparotomy
    - Orthopedic procedure
- The student placed a heating pad and towels under the patient
- The student placed the animal in position and explains the reason for the position
- The student secured the limbs of the patient
- The student palpated the urinary bladder and expressed it as needed

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Participate in Ovariohysterectomy in a Dog

Date completed _____

- The student observed the surgical procedure
- The student assisted the surgeon as needed
- The student participated in discussion related to the surgery as appropriate

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Participate in Ovariohysterectomy in a Cat

Date completed _____

- The student observed the surgical procedure
- The student assisted the surgeon as needed
- The student participated in discussion related to the surgery as appropriate

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Participate in Orchiectomy in a Dog

Date completed _____

- The student observed the surgical procedure
- The student assisted the surgeon as needed
- The student participated in discussion related to the surgery as appropriate

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Participate in Orchiectomy in a Cat

Date completed _____

- The student observed the surgical procedure
- The student assisted the surgeon as needed
- The student participated in discussion related to the surgery as appropriate

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Clip and Prepare a Surgical Site

Date completed _____

- The student defined the area to be clipped using the correct anatomical landmarks
- The student clipped all the hair from the surgical site according to the defined landmarks
- The student applied antiseptic scrub to the site
- The student prepped the site with a clean surgical sponge beginning at the incision site and worked toward the edges
- The student discarded the sponge once it reached the edge of the clipped area
- The student did not bring the sponge back to the incision site once it was moved away from the incision site
- The student wiped the site with a rinse solution using a clean surgical sponge following the same pattern as when scrubbing with the antiseptic
- The student repeated the scrub and rinse a minimum of 3 times or until the final rinse sponge was clean

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Scrubbing of Arms and Hands for Surgery

Date completed _____

- The student identified the brush as a disposable brush or a clean re-sterilized brush
- The student applied the antiseptic scrub over both arms and hands
- The student began scrubbing the first hand and arm beginning at the fingertips
- The student scrubbed ends of the fingers 10 times
- The student scrubbed each of the four surfaces of each finger 10 times
- The student scrubbed each of the four sides of the hand 10 times
- The student scrubbed each of the four sides of the arm 10 times
- The student repeated the same process on the second hand and arm
- The student repeated the procedure on both hands and arms one more time
- The whole procedure lasted a minimum of 5-7 minutes
- The student did not touch any non-sterile objects
- The student kept their hands above the elbows at all times during and after the scrub

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Aseptically Don Surgical Gown

Date completed _____

- The student picked up the towel from the opened sterile gown without contamination or dropping the hands below the elbows
- The student dried the first hand beginning at the fingers and working toward the elbow
- The student discarded the towel without contamination
- The student removed the sterile gown from the wrap and shook it out without contamination
- The student placed both arms in the sleeves and worked the gown on without contamination
- The hands of the student did not exit the sleeves of the gown
- The student stood with arms at chest while the shoulders and back of gown are tied by another person

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform Closed Gloving Technique as a Scrub Nurse

Date completed _____

- The student picked up the first glove from the open package and placed it thumb toward the palm and fingers pointing towards the elbows
- The student grasped the glove on both sides through the sleeves of the gown and stretched the glove to create an opening
- The student pulled the glove over the hand
- The student moved their fingers from inside the cuff to the glove
- The student placed their fingers into the fingers of the glove
- The student pulled the sleeve of the gown and adjusted the glove to fit
- The student repeated the process with the other glove and hand
- The student made final adjustments on the gloves so that they fit snugly on the hands
- The student did not contaminate the gloves or gown while putting the gloves on their hands

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Aseptically Pass Instruments as Scrub Nurse

Date completed _____

Scalpel blade and handle

- The student passed the blade with the left hand to a right handed surgeon
- The sharp edge of the blade was pointed away from the student's hand
- The blade was visible at all times by the student and the surgeon
- The handle was placed firmly into the surgeon's hand
- The surgeon was able to use the instrument with minimal adjustment
- When the instrument was returned to the student, it was wiped clean of blood and replaced on the organized table

Towel clamp

- The student held the towel clamp so that when it was passed to the surgeon, it was used with minimal adjustment
- The student "snapped" the instrument into the hand of the surgeon
- When the instrument was returned to the student, it was wiped clean of blood and replaced on the organized table

Needle holder

- The student loaded the needle and suture on the needle holder such that when it was passed to the surgeon, the needle is pointed at the surgeon
- The student "snapped" the instrument into the hand of the surgeon
- The surgeon was able to use the instrument with minimal adjustment

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Provide Aseptic Surgical Assistance with Care of Exposed Tissues

Date completed _____

- The student utilized appropriate instrumentation for the tissue handled
- The student kept tissue moist and protected
- The student maintained aseptic technique

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Aseptically Pass Instruments as the Circulating Nurse

Date completed _____

Surgery Pack

- The student placed the surgery pack on a clean, dry surface
- The student removed or tore the tape holding securing the pack
- The student opened the pack without contamination and the flaps are opened in the correct order
- The student stepped away so the surgeon or scrub nurse could complete the opening of the pack

Steri-peel Instrument

- The student detached the corners of the steri-peel without contamination or accidentally opening it too much
- The student peeled back the edges of the steri-peel
- The student did not roll their wrists
- The student stopped when the instrument was exposed enough for the surgeon or scrub nurse to grasp
- The student allowed the surgeon or scrub nurse to control the removal of the instrument
- The instrument was not contaminated during the opening process

Cloth or Paper Wrapped Instrument

- The student removed or tore the tape securing the pack
- The student opened the flaps in the correct order
- The student grasped the flaps with the hand holding the instrument so that contamination of the surgeon or scrub nurse did not occur
- The student stopped when the instrument was exposed enough for the surgeon or scrub nurse to grasp
- The student allowed the surgeon or scrub nurse to control the removal of the instrument
- The instrument was not contaminated during the opening process

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Operate and Maintain Suction and Cautery Machines

Date completed _____

- The student correctly demonstrated set up of a suction machine and described/performed use and cleaning
- The student correctly demonstrated set up of a cautery machine and described/performed use and cleaning

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Removal of Sutures

Date completed _____

- The student clearly visualized and inspected the incision site
- If there were problems with the incision site, the student informed the veterinarian
- If there were no problems with the incision, the student removed the sutures
- The student used the correct tool to remove the sutures
- The student did not cause unnecessary harm or discomfort to the patient

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Complete Controlled Substance Log

Date completed _____

- The student accurately recorded all information for dispensing a controlled substance, in a real or simulated log

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Medication Labeling

Date completed _____

- The student accurately transcribed the veterinarian's order (written)
- The appropriate label for the medication to be dispensed was used
- The handwritten or typed label was legible
- The instructions were clearly stated for the client or personnel using the medication
- The label contained the following information: veterinarian's address, name of client, species, name of the patient, amount to be administered, dosage interval for the medication, special instructions for the medication, and the name of the prescribing veterinarian

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Filling an Oral Solid Medication

Date completed _____

- The student accurately transcribed the veterinarian's order onto the appropriate label as defined in the medication labeling task
- The student chose the correct medication (type, concentration and milligram) to fill the order
- The student used the correct tools, as provided by the practice, to count out the medication
- The student did not handle the medication with their hands
- The student counted out the correct account as defined in the veterinarian's order
- The student placed the oral solid medication into the proper container for dispensing

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Filling a Liquid Medication

Date completed _____

- The student accurately transcribed the veterinarian's order onto the appropriate label as defined in the medication labeling task
- The student chose the correct medication (type and concentration) to fill the order
- The student used the correct tools, as provided by the practice, to measure out the proper amount of medication
- The student chose the correct container to hold the volume of medication needed for dispensing
- The student measured the correct amount for dispensing as defined in the veterinarians order
- The student identified the device needed to administer the liquid medication

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Reconstitute a Medication for Dispensing

Date completed _____

- The student accurately transcribed the veterinarian's order onto the appropriate label as defined in the medication labeling task
- The student chose the correct medication (type and concentration) as ordered by the veterinarian
- The student chose the correct device to measure out the diluents to be added to the medication
- The student chose the correct diluents, as defined by the manufacturer's instructions
- The student followed the manufacturer's instructions in regards to adding the diluents and preparation for dispensing
- If not provided with the medication, the student identified the device needed to administer the liquid medication
- The student identified, on the label, instructions for shaking and refrigeration if indicated by the veterinarian or manufacturer

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Reconstitute a Vaccine

Date completed _____

- The student chose the proper vaccine as specified by the veterinarian
- The student chose the correct diluents as specified by the vaccine manufacturer
- The student chose the correct device to withdraw the diluents from the vial
- The student wiped off the top of the vials with an alcohol sponge
- The student followed the manufacturer's instructions in regards to adding the diluents to the powdered vaccine preparation
- The student gave the reconstituted vaccine to the veterinarian to be administered

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Dispense Medication to the Client

Date completed _____

- The student accurately verbalized the veterinarian's order to the client
- The student asked the client if they have ever given this type of medication to their pet before
- The student demonstrated to the client how to administer the medication
- The student demonstrated to the client how to use the administration device where indicated
- The student identified possible adverse reactions the client should be aware of and what the client should do if they occur
- The student asked the client if they had any questions

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Assist in / Perform Prosection on Non-Preserved Animal

Date completed _____

_____ The student checked and recorded signalment for patient
_____ The student reviewed the patient history, clinical diagnosis, and laboratory data if available
_____ The student examined and recorded the patient's external appearance, including

- *body condition
- *mucous membranes
- *body orifices
- *general conformation
- *superficial lesions (tumors, dermatitis, etc)
- *hair coat
- *parasites
- *lips, gums, cheeks and teeth

~Note: External examination should be done with the DVM present, or the DVM should examine the animal before proceeding

_____ The student placed the animal in lateral or dorsal recumbency and identified species
_____ The student correctly identified the following structures during the prosection:

- *exposed superficial lymph nodes
- *jugular veins
- *mammary glands or testes
- *prepuce and penis (male animal)
- *diaphragm
- *larynx
- *tonsils
- *esophagus
- *trachea
- *lungs
- *heart
- *liver
- *gall bladder
- *stomach and pyloric region
- *mesentery
- *kidneys
- *spleen
- *small intestine
- *large intestine
- *urinary bladder

_____ The student correctly identified the components of the pluck and removed
_____ The student correctly skinned and removed ribs
_____ The student correctly displayed fore and rear limbs
_____ The student witnessed and understands the process of disarticulating heads of large and small animals
_____ The student correctly identified the four main organs that are routinely examined and sampled
_____ The student simulated collection of samples for submission for bacteriology, molecular, and virology labs, including cutting correct size samples and labeling
_____The student accurately documented all observations made by the DVM

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Collection, Preservation and Shipping of Samples

Date completed _____

_____ The student correctly identified when tissues may be pooled in the same jar
_____ The student examined the liver, lung, and spleen grossly and collected samples of lesions and adjacent normal tissue, 1 cm thick and 1 cm x 1 cm square. If the liver was grossly normal, the student collected a representative sample (1 x 1 x 1 cm)
_____ The student examined the kidneys grossly and collected samples of lesions and adjacent normal tissue in longitudinal wedge sections 1 cm thick. If the kidneys were grossly normal, the student collected a representative sample (1 longitudinal wedge)
_____ The student examined the intestines grossly and discussed special handling of intestinal samples.
_____ The student placed the tissue samples into formalin if indicated
_____ The student labeled each sample tissue packet with the following information:

1. Client name or clinician name
2. Animal species
3. Lab that is to test the tissue
4. Date of collection of fresh tissue
5. Site of collection (e.g., liver, right kidney)

_____ The student correctly identified the submission forms to use for samples collected
_____ The student learned basic shipping procedures of sending diagnostic samples
_____ The student identified all the levels of items (5) needed to ship samples correctly
_____ The student demonstrated the ability to use the ADDL website
_____ The student correctly identified two reasons that cause delay of testing samples
_____ The student correctly identified requirements for submission of samples to the Animal Disease Diagnostic Laboratory

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Packed Cell Volume

Date completed _____

- The student mixed by 8-10 gentle inversions a properly collected, anticoagulated (EDTA) tube of fresh whole blood
- The student filled a plain capillary tube 2/3 to ¾ full, wiped the outside of the tube with a laboratory tissue, and sealed the end of the tube with sealing clay
- The student placed the capillary tube in a slot in a microhematocrit centrifuge, sealed end to the outside edge, and noted the slot number
- The student balanced the centrifuge with a balance tube or another patient tube
- The student secured the centrifuge lids and covers
- The student set the appropriate centrifugation time (and speed where applicable)
- After the centrifuge stopped spinning, the student removed the tube and recorded the presence of hemolysis, lipemia, or icterus
- The student obtained results by **one** of the following methods:

Determining the packed cell volume with a card reader

- Using a card reader the student aligned the bottom of the red cell column with the zero percent (0%) line and the top of the plasma with the 100% line
- The student read the packed cell volume at the top of the packed red cell column and recorded the value as a percentage
- The instructor verified the test result (within 2% of actual)

Determining the packed cell volume with a circle reader

- The student made all observations and alignments of the capillary tube by viewing from directly above the reader
- The student placed the capillary tube in the groove of the plastic indicator so the intersection of the clay sealant and the packed red blood cells lined up with the black line, located close to the center post of the reader
- The student rotated the lower metal plate so the 100% line is directly beneath the red line on the plastic indicator
- Keeping the lower metal plate in the same position and using the finger hole in the upper plate, the student rotated the upper plate so the black spiral line lined up at the top of the top of the plasma column
- The student rotated both the upper and lower plates until the black spiral line lined up at the top of the red cell column
- The student read the packed cell volume from the scale directly beneath the red line on the plastic indicator and recorded the result as a percentage
- The instructor verified the test result (within 2% of actual)

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Total Protein

Date completed _____

- The student checked the zero setting and cleanliness of the refractometer
- The student mixed by 8-10 gentle inversions, a properly collected, anticoagulated (EDTA) tube of fresh whole blood
- The student filled a plain capillary tube 2/3 to ¾ full, wiped the outside of the tube with a laboratory tissue, and sealed the end of the tube with sealing clay
- The student placed the capillary tube in a slot in a microhematocrit centrifuge sealed end to the outside edge, and noted the slot number
- The student balanced the centrifuge with a balance tube or another patient tube
- The student secured the centrifuge lids and covers
- The student set the appropriate centrifugation time (and speed where applicable)
- After the centrifuge stopped spinning, the student removed the tube and recorded the presence of hemolysis, lipemia, or icterus
- The student broke the hematocrit tube above the buffy coat
- Holding the refractometer horizontally, with the cover plate in position on the prism, the student placed a drop of plasma adjacent to the cover plate, insuring there was no contamination from the buffy coat, other cellular components, or glass shards. The student may have enhanced plasma flow by tapping the end of the tube close to the cover plate
- The student held the refractometer to their eye with the prism toward the light focused when necessary, read the total protein value where the dark and bright area intersect and form a line on the scale, and properly recorded the result
- The instructor verified the test result
- The student cleaned the measuring prism and cover plate with water and dried them with laboratory tissue

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Blood Film Preparation

Date completed _____

- The student properly mixed, by 8-10 gentle inversions, a properly collected, anti-coagulated (EDTA) tube of fresh whole blood
- The student filled a capillary tube with blood, and from the tube placed a drop of blood, by touching the capillary tube to the microscope slide, approximately one (1) cm from the frosted end of the slide
- For the handheld method, the student held the microscope slide between their thumb and index finger with the frosted end toward the index finger
- For the table top method, the student held the microscope slide on the outer corner of the frosted end of the slide, with the frosted end toward their body
- While holding the spreader slide at approximately a 30-45 degree angle, the student brought the spreader slide back into the drop of blood. The blood was allowed to spread along the edge of the spreader slide, which was then moved forward in an even, forward motion
- The student produced a film approximately one-half to two-thirds the length of the slide (≃1" in length)
- The student's blood film was slightly narrower then the width of the slide
- The feathered edge of the student's blood film was relatedly straight across to slightly curved, and did not end abruptly or have tail-like extensions
- When viewed macroscopically, the student's blood film appeared to have a gradual transition from the thicker body of the film to the feathered edge
- The student's blood film did not have any lines, holes, scratches, streaks, extensions, or ridges
- The student allowed the blood film to air dry
- The student stained the blood film with a rapid stain by initially dipping the blood film for approximately ten (10) one (1) second dips in the fixative and subsequently making approximately ten (10) one (1) second dips in Solution One ("eosin") and Solution Two ("Methylene blue")
- The student rinsed the back side of the slide with water
- The student allowed the blood film to air dry
- The student labeled the blood film on the frosted end of the slide with patient ID, species and date

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Differential

Date completed _____

- The student placed the stained slide on the microscope stage
- The student scanned the blood film under low power (10X) with the light, condenser, and iris properly adjusted and evaluated the quality of the blood film (acceptable body, monolayer, and feathered edge) and reported the presence off microfilaria, platelet clumps, or any other abnormalities
- The student applied immersion oil to the film and rotated the objective to the oil immersion objective (100X), readjusted the light, iris and condense, and identified the monolayer for counting
- The student classified and counted 100 white blood cells
- The student identified, quantified, and reported any red blood cell, white blood cell or platelet abnormalities seen
- The student performed a platelet estimate in the monolayer of the blood film
- The student reported:
    - The number of each type of WBC as a percentage
    - Cellular morphology
    - Platelet estimate
- The instructor verified the test results (WBC percent's within 10% of actual, platelet estimate within 20% of actual, correct identification of key morphologic elements

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Automated CBC

Date completed _____

- The student followed the laboratory protocol for the performance of an in-house automated CBC
- The student properly reported the results, including proper units of measurement
- The student completed an evaluation of a blood film including evaluation of cellular morphology, check of the distribution of types of white blood cells, and noted any discrepancies between the blood film and reported results
- The instructor verified the test results

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Modified Manual CBC

Date completed _____

- The student performed a manual white blood cell Unopette® following established laboratory protocol and properly reported the test results
- The student performed a total protein and packed cell volume using established laboratory protocol, and properly reported the test results
- The student performed a differential using a properly stained, quality blood film, including count and classification of 100 white blood cells, evaluation of RBC, WBC and platelet morphology and a platelet estimate, and properly reported the results
- The student accurately calculated and reported the white blood cell absolute values
- The student accurately calculated and reported the mean corpuscular volume (MCV)
- The instructor verified the test results
- WBC count within 10% of actual
- TP within .2g/dl of actual
- PVC within 5% of actual
- WBC differential percentages within 10% of actual
- Platelet estimate within 20% of actual

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Hemoglobin

Date completed _____

- The student followed established laboratory protocol for the performance of an automated hemoglobin analysis
- The student correctly reported the test result, including proper units of measurement
- The instructor verified the accuracy of the test results (within 10% of actual)

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Coagulation Test

Date completed _____

- The student followed an established protocol for the performance of two different in-house coagulation tests
- The student accurately reported the results, including the proper units of measurement
- The instructor verified the test results
    - Fibrinogen within 200mg/dl of actual
    - Platelet counts within 20% of actual

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Prepare Serum and Plasma

Date completed _____

- The student allowed the serum tubes to adequately clot prior to centrifugation
- The student "rimmed" the serum clot tubes prior to centrifugation
- The student centrifuged the tubes according to the centrifuge manufacturers recommendations for speed and time
- The student harvested the serum and plasma with a disposable pipette, delivering it into plain, clean labeled tubes
- The condition of the serum or plasma was reported if abnormal (hemolysis, lipemia, or icterus)

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Chemistry Panel

Date completed _____

- The student followed the manufacturer's established protocol for the performance of an in-house chemistry panel
- The student accurately reported the results, including proper units of measurement
- The instructor verified the accuracy of the student's results

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Collect and Crossmatch Blood for Transfusion

Date completed _____

- The student demonstrated and described the proper care of the patient, collection, processing, and evaluation for one crossmatch procedure
- The student accurately reported crossmatch results using proper medical terminology and units of measurement

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Urinalysis

Date completed _____

- The student properly performed the physical observation of the urine sample (color, turbidity, specific gravity with a refractometer), reported the results, including proper terminology and units of measurement
- The student properly performed the chemical analysis of the urine using commercially available dipstick, and reported the results, including the proper units of measurement
- The student prepared (mixed, centrifuged, decanted, applied the sample to a glass slide, etc) a urine sediment sample then correctly identified and quantified the elements contained in the urine sediment
- The instructor verified the accuracy of the student's result

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Streak Agar Plate to Obtain a Pure Culture

Date completed _____

- The student used an inoculating loop to collect a sample of bacteria from an isolated colony. The plate from the previous task may be used
- The student used an inoculating loop to apply the primary streak on a blood agar plate
- The student rotated the plate and used an inoculating loop to streak the second quadrant of the blood agar, being careful to overlap the primary streak 1-2 times
- The student rotated the plate and used an inoculating loop to streak the third quadrant of the blood agar, being careful to overlap the second streak 1-2 times
- The student inverted the agar plate and placed it in an incubator for 18-24 hours
- The student checked the plate after the incubation period for isolated colonies of growth

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Urine Sample for Culture and Inoculation of Broth

Date completed _____

- The student removed the cap of the agar slant tube with the last two fingers
- The student dipped the inoculating needle into the urine sample
- The student stabbed the needle into the butt portion of the slant
- The student removed the inoculating needle from the agar and streaked the surface of the slant from bottom to top
- The student replaced the cap on the tube, labeled the tube, and placed it into the incubator

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Prepare a Gram-stained Slide

Date Completed _____

- The student selected a bacterial sample by touching a sterile wire or loop to one colony on an agar plate (did not scoop an entire colony off the agar plate)
- The student mixed the sample on a microscope slide with a drop of water or saline
- The student circled the sample droplet on the slide with a wax pencil to help identify the area after staining
- The student allowed the slide to air dry
- The student heat fixed the slide by passing it through a flame 2-3 times, specimen side up
- The student held the slide over the sink or placed it on a rack over the sink, flooded the smear with crystal violet, and let stand for one minute
- The student rinsed the smear briefly with water
- The student held the slide over the sink and flooded the smear with Gram's iodine solution and let stand for one minute
- The student rinsed the smear briefly with water
- The student washed the smear with decolorizer until no more purple color washed off (5-10 seconds)
- The student rinsed the smear briefly with water
- The student held the slide over the sink and flooded the smear with safranin and let stand for one minute
- The student allowed the slide to air dry or gently blotted it dry between paper towels
- The student mounted the slide on the microscope and focused on the smear beginning with the low power lens and working up to the oil immersion lens, and verbally stated Gram Reaction and morphology

Supervisor Name _____ RVT / DVM

Signature of Supervisor _____

Perform a Catalase Test

Date Completed _____

- The student selected a bacterial sample by touching a sterile loop or wire to the center of one colony on an agar plate. If a blood agar plate was used, the student avoided contacting the agar with the loop or wire
- The student applied a drop of 3% hydrogen peroxide onto a microscope slide
- The student smeared the sample in the drop of hydrogen peroxide
- The student immediately observed the slide for bubbling. If using a loop, the student observed the loop for bubbling as well
- The student showed the slide and verbally identified whether the sample was catalase positive or negative

Supervisor Name _____ RVT / DVM

Signature of Supervisor _____

Perform an Oxidase Test

Date Completed _____

- The student placed a drop of oxidase reagent onto a sterile swab
- The student touched the moistened swab to an isolated colony on an agar plate
- The student waited 30-60 seconds for a color change on the swab
- The student showed the swab and verbally identified whether the sample was oxidase positive or negative

Supervisor Name _____ RVT / DVM

Signature of Supervisor _____

Perform Kirby-Bauer Disc Sensitivity Test

Date completed _____

- The student selected 4-5 morphologically identical colonies from a blood agar or MacConkey plate and aseptically transferred the selected colonies to a tube of sterile saline with an inoculating loop
- The student mixed the contents of the tube by swirling (not inverting) the tube so that the organisms were uniformly suspended in the saline
- The student compared their tube with .5 McFarland nephelometer to ensure that the turbidity in the tubes was the same
- The student adjusted the turbidity in their tube as needed, by dilution or adding of colonies, to attain a suspension of bacteria with a turbidity equal to the .5 McFarland nephelometer
- The student used aseptic technique to dip a sterile cotton swab into the saline suspension of bacteria
- The student rotated the swab against the inner wall of the tube to express excess fluid
- The student swabbed the entire surface of a Mueller-Hinton agar plate with the swab
- The student rotated the plate 60° and re-swabbed the entire surface
- The student again rotated the plate 60° and re-swabbed the entire surface, then ran the swab around the outside edge of the agar
- The student applied the antibiotic discs with flamed forceps that were allowed to cool between uses. The student gently pressed each disc on the agar surface to ensure complete contact, and made sure the discs were at least 24 mm apart from center to center. The student also ensured that the discs did not move once contact with the agar surface was made
- The student allowed the plate to sit for 1-2 minutes, then inverted the plate and placed it into an incubator
- The student removed the plate from the incubator after 16-18 hours
- The student measured the cleared zone diameters in mm
- The student recorded the measurements
- The student consulted the lab table to determine the susceptibility character of the organism

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform and Read Direct Fecal Smear

Date completed _____

- The student placed a drop of saline on a microscope slide
- The student added a tiny amount of feces to the slide
- The student thoroughly mixed the feces and saline with an applicator stick or toothpick to form a homogenous emulsion
- The student made a smear on the slide that was sufficiently thin to see newspaper print through
- The student placed a coverslip over the smear
- The student placed the slide on a microscope and examined the area of the slide under the coverslip at 10X power, and noted and recorded any parasitic material found in the sample

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform and Read Fecal Flotation

Date completed _____

- The student selected about ¼ teaspoon of feces and placed it in a vial
- The student added enough flotation solution to fill the vial about half full
- The student mixed the feces into solution with an applicator stick (or equivalent) until no large fecal particles remained
- The student filled the vial with more solution until there was a visible meniscus at the top
- The student placed a cover slip on top of the vial
- The student allowed the vial to sit undisturbed for 10-15 minutes
- The student carefully removed the cover slip without tilting it and placed it on a microscope slide
- The student placed the slide on a microscope and examined the area of the slide under the coverslip, and noted and recorded any parasitic material found

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform by Centrifugation and Read Fecal Flotation

Date completed _____

- The student selected about ¼ teaspoon of feces and placed it in a fecal cup
- The student added enough flotation solution to fill the vial about half full
- The student mixed the feces into solution with an applicator stick (or equivalent) until no large fecal particles remained
- The student poured the mixture through cheesecloth into a 15 ml centrifuge tube
- The student filled the tube with solution until there was a visible meniscus at the top
- The student placed a cover slip on top of the vial
- The student placed the tube in the centrifuge and spun the mixture for 3-5 minutes at 1300-1500 rpm
- The student carefully removed the cover slip without tilting it and placed it on a microscope slide
- The student placed the slide on a microscope and examined the area of the slide under the coverslip, and noted and recorded any parasitic material found

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Perform and Read Fecal Sedimentation

Date completed _____

- The student placed about 1 teaspoon of feces into a paper cup
- The student added saline or water to the cup
- The student thoroughly mixed the feces into the solution
- The student poured the mixture through cheesecloth into a 15 ml centrifuge tube (the tube should be about ½ full)
- The student placed the tube in the centrifuge and spun the mixture for 3-5 minutes at 1300-1500 rpm
- The student slowly poured the liquid from the tube without disturbing the sediment layer on the bottom
- The student used a pipette to transfer a small amount of the fine sediment to a microscope slide
- The student placed a cover slip over the sediment on the slide
- The student placed the slide on the microscope, examined the area of the slide under the cover slip, and noted and recorded any parasitic material found

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Perform Visual Exam for External Parasites

Date completed _____

- The student thoroughly inspected the animal from head to tail, looking for the presence of external parasites
- The student parted the hair on the animal in several places in order to directly observe the skin the evidence of external parasites or flea allergy dermatitis
- The student examined the ears for evidence of external parasites
- The student properly used a flea comb on the hair of the animal
- The student placed the material collected with the flea comb onto a moist white paper to examine it for evidence of flea "dirt"

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Perform Heartworm Diagnostic Tests

Date completed _____

- The student performed heartworm diagnostic testing according to the clinic SOP for heartworm testing

☐ The student performed a direct smear *(box to be checked by supervisor)*

☐ The student performed an antigen test *(box to be checked by supervisor)*

☐ The student performed a Knott's test *(box to be checked by supervisor)*

- The student correctly interpreted the result of the heartworm tests

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Serology

Date completed _____

- The student followed the manufacturer's established protocol for the performance of in-house serology tests (ELISA, slide/card agglutination)
- The student accurately reported the results, including proper units of measurement
- The instructor verified the accuracy of the student's result

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Radiography Safety Procedures

Date completed _____

- The student followed standard safety procedures
- The student properly used protective lead gown, gloves and thyroid shield

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Complete Radiology Log

Date completed _____

- The student accurately recorded all information for radiographs produced on patients, in a real or simulated log

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Participate in Contrast Study

Date completed _____

- The student participated in a radiographic contrast study (GI series, pneumocystogram, intravenous urogram, etc.)

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Lateral Thoracic Radiograph

***Note: Small animal thorax and abdomen radiographs must collectively include canine and feline patients – one case must be a cat, and the other must be a dog. Both views (abdomen or thorax) should be done on the same case.**

Date completed _____ Species: Canine Feline (Circle)

- The student positioned the animal in right lateral recumbency
- If multiple sizes of cassettes are available, the student selected a size cassette appropriate for the size of the animal to be radiographed
- If multiple sizes are not available, the student appropriately collimated the primary beam to include only the landmarks for thoracic radiographs as defined in the textbook
- The student extended the front limbs cranially so that the elbow was not superimposed over the thoracic cavity on the radiograph
- The student had the head and neck in a natural position such that the neck was neither extended nor flexed
- The student had the animal positioned so that the sternum and dorsal spinous processes were in a plane parallel to the table (the animal was not rotated)
- The student made the radiograph at peak inspiration
- The student made the radiograph such that the image included the manubrium as the cranial landmark, and halfway between xiphoid and last rib as the caudal landmark. The image should include the entire lung field from the sternum to the thoracic spinal column
- The student used the correct exposure technique to visualize the bronchial vasculature
- No part of the lead glove or positioned appears on the radiograph

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Signature of Supervisor _____

Ventrodorsal Thoracic Radiograph

***Note: Small animal thorax and abdomen radiographs must collectively include canine and feline patients – one case must be a cat, and the other must be a dog. Both views (abdomen or thorax) should be done on the same case.**

Date completed _____ Species: Canine Feline (Circle)

- The student positioned the animal in a ventrodorsal position
- If multiple sizes of cassettes are available, the student selected a size cassette appropriate for the size of the animal to be radiographed. If multiple sizes are not available, the student appropriately collimated the primary beam to include only the landmarks for thoracic radiographs as defined in the textbook
- The student extended the front limbs cranially so that the forelimbs are not obstructing the thorax and the lead gloves are out of the primary beam and not visible in the radiograph
- The student had the animal positioned so that the sternum and dorsal spinous processes were superimposed in a plane perpendicular to the table (the animal was not rotated)
- The student made the radiograph at peak inspiration
- The student made the radiograph such that the image included the manubrium as the cranial landmark, and halfway between xiphoid and last rib as the caudal landmark. The image should include the entire lung field
- The student used the correct exposure technique to visualize the bronchial vasculature
- No part of the lead glove or positioner appears on the radiograph

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Signature of Supervisor _____

Lateral Abdominal Radiograph

***Note: Small animal thorax and abdomen radiographs must collectively include canine and feline patients – one case must be a cat, and the other must be a dog. Both views (abdomen or thorax) should be done on the same case.**

Date completed _____ Species: Canine Feline (Circle)

- The student positioned the animal in right lateral recumbency
- If multiple sizes of cassettes are available, the student selected a size cassette appropriate for the size of the animal to be radiographed
- If multiple sizes are not available, the student appropriately collimated the primary beam to include only the landmarks for abdominal radiographs as defined in the textbook
- The student extended the rear limbs caudally so that the femur was not superimposed over the caudal abdominal cavity on the radiograph
- The student had the animal positioned so that the sternum and dorsal spinous processes were in a plane parallel to the table, and the wings of the ilium were superimposed (animal was not rotated)
- The student made the radiograph at expiration
- The student made the radiograph such that the image included the three rib spaces cranial to the xiphoid as the cranial landmark, and greater trochanter as the caudal landmark. The image should include the entire abdomen
- The student used the standard operating procedure exposure technique to visualize the soft tissue contrast
- No part of the lead glove or positioner appears on the radiograph

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Ventrodorsal Abdominal Radiograph

***Note: Small animal thorax and abdomen radiographs must collectively include canine and feline patients – one case must be a cat, and the other must be a dog. Both views (abdomen or thorax) should be done on the same case.**

Date completed _____Species: Canine Feline (Circle)

- The student positioned the animal in a ventrodorsal position
- If multiple sizes of cassettes are available, the student selected a size cassette appropriate for the size of the animal to be radiographed
- If multiple sizes are not available, the student appropriately collimated the primary beam to include only the landmarks for abdominal radiographs as defined in the textbook
- The student extended the rear limbs caudally so that the rear limbs were not obstructing the abdomen, and the lead gloves were out of the primary beam and not visible in the radiograph
- The student had the animal positioned so that the sternum and dorsal spinous processes were superimposed in a plane perpendicular to the table (the animal was not rotated)
- The student made the radiograph during expiration
- The student made the radiograph such that the image included the three rib spaces cranial to the xiphoid as the cranial landmark, and greater trochanter as the caudal landmark. The image should include the entire abdomen
- The student used the standard operating procedure exposure technique to visualize the soft tissue contrast
- No part of the lead glove or positioner appears on the radiograph

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Ventrodorsal Extended Pelvis Radiograph (OFA View)

Date completed _____

- The student followed standard radiographic safety procedures as defined in the textbook
- The student selected a size of cassette appropriate for the pelvis to be radiographed and appropriately collimated the primary beam to include only the landmarks for the ventrodorsal pelvis as defined in the textbook
- The student selected a detail (slow speed) cassette, or made adjustments for rapid speed cassettes
- The student positioned the animal in dorsal recumbency with the front limbs extended and secured cranially and the rear limbs extended and secured caudally
- The student positioned the animal such that the patella was perpendicular to the x-ray beam and centered in the trochlear groove and then secured the stifles to maintain this position
- The student ensured the rear limbs were parallel to the x-ray table, equally extended and as close to the table as possible to prevent increased object film distance and/or foreshortening
- The student positioned the pelvis such that the pelvic girdle was not angled in relation to the femurs
- The student placed a lead R or L marker next to the corresponding lateral side of the pelvis
- The student positioned the animal such that the x-ray beam would be centered between the coxofemoral joints at the level of the pubic symphysis
- The student collimated the primary beam to include the wings of the ilium and the stifle joints
- The student placed the calipers at the highest point of the area to be radiographed
- The student accurately interpreted the caliper measurement according to manufacturer's instructions
- If a grid was available, the student placed the cassette in the cassette tray directly beneath the x-ray table
- If no grid was available the student placed the cassette directly on top of the x-ray table, just beneath the pelvis and adjusted the technique
- The student selected the exposure factors according to the previously developed technique chart for producing a diagnostic radiograph
- The student produced the radiograph such that the collimated image included the correctly chosen limb marker and the landmarks for the ventrodorsal extended pelvic view
- No part of the lead glove appeared on the radiograph

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Create Diagnostic Intra-Oral Dental Radiographic Images

Date completed _____

- The student positioned the patient correctly for dental radiographs
- Using dental radiographic equipment, the student produced diagnostic intra-oral dental radiographic images
- The student followed standard radiographic safety procedures

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Lateromedial Projection of the Metacarpophalangeal (Fetlock)

Date completed _____

- The student selected a size cassette appropriate for the anatomic region to be radiographed, or collimated to include only landmarks
- The student selected a detail cassette
- The student positioned the animal squarely so that the weight was evenly distributed on each limb
- The student placed the cassette against the medial aspect of the Metacarpophalangeal (fetlock)
- The student positioned the primary beam parallel to the floor at appropriate focal film distance, and centered on the meddle of the metacarpophalangeal (fetlock) joint
- The student selected a RF, LF, RR, or LR limb marker according to which limb was being imaged, and placed the marker just cranial to the metacarpophalangeal (fetlock) joint
- The student selected the exposure factors according to the previously developed technique chart
- The student produced the radiograph with proper collimation such that only the landmarks for the entire metacarpophalangeal (fetlock) joint and the marker were included
- The student used a portable x-ray machine to produce this image.

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Dorsopalmar Projection of the Metacarpophalangeal or Dorsoplantar Projection of the Metatarsophalangeal (Fetlock)

Date completed _____

- The student selected a size cassette appropriate for the anatomic region to be radiographed, or collimated to include only landmarks
- The student selected a detail cassette
- The student positioned the animal squarely so that the weight was evenly distributed on each limb
- The student placed the cassette against the plantar or palmar aspect of the metatarsophalangeal or metacarpophalangeal (fetlock)
- The student angled the primary beam 20 degrees proximal to distal, at appropriate focal film distance and centered on the midsaggital plane of the metatarsophalangeal or metacarpophalangeal (fetlock) joint
- The student selected a RF, LF, RR or LR limb marker according to which limb was being imaged, and placed the marker just lateral to the metatarsophalangeal or metacarpophalangeal (fetlock) joint of interest
- The student selected the exposure factor according to the previously developed technique chart
- The student produced the radiograph with proper collimation such that only the landmarks for the entire metatarsophalangeal or metacarpophalangeal (fetlock) joint and the correct marker were included

Supervisor Name _____ RVT/DVM

Signature of Supervisor _____

Student Name ____

Notes

Student Name ____

Notes

Student Name ____

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Student Name ____

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