

## Veterinary Clinic Work Placement – Key Information



Below is key information for prospective veterinary clinic work placement supervisors.

### Planning Work Placement:

- Students undertaking the **New Zealand Certificate in Animal Technology (Level 5) (Veterinary Nursing Assistant)** (NZCAT VNA) at Otago Polytechnic, will complete either: One year of full time study (distance or blended on campus) OR Two years of part time study (distance).
- Before students commence any veterinary clinic work placement they must have completed the first course, Introduction to Veterinary Nursing Assistant.
- Practicum 1 and Practicum 2 each require a minimum of 120 hours of work placement. Practicum 1 includes 40 hours in an animal related facility and 80 hours in a companion animal veterinary clinic and practicum 2 includes 120 hours in a companion animal veterinary clinic. Between practicum 1 and 2 you will need to include 40 hours in a second companion animal veterinary clinic.

	Practicum 1	Practicum 2
Animal related facility (e.g. SPCA, cattery or kennels)	40	
Veterinary clinic minimum work placement hours	80	120
One year full time study will commence veterinary clinic work placements in:	Late Term 1 (after Intro to VNA is passed) to the beginning of Term 3	Term 3 and Term 4
Two years part time study will commence veterinary clinic work placements in:	Term 3 and Term 4 of Year One	Terms 1 – 4 of Year Two

- Work placement can be completed in blocks or spread over a number of weeks as long as this is completed within the time-frames required for each enrolment. The **Practical Skills List** highlights the key skills/tasks and competencies students need to be exposed to and enable to practice, under supervision.
- Otago Polytechnic provides students with theoretical learning and knowledge prior to permitting students to attend veterinary clinic work placements. We also provide them with an excellent set of resources, including videos of almost every practical skill/task they need to gain competence in during their study. It would be expected that they will be given guidance in how to perform specific skills/tasks as per your veterinary clinic protocols but will not require you to actually teach them. Should this appear to be the case, please do not hesitate to contact us.

### Practical Skills and Evidence Collection:

- Students are required to complete skill lists within their practicum course, which includes industry verification (IV) and an hour's log. This means that they are obtaining signed verifications of specific skills/tasks when completed with competence in the true veterinary clinic work placement setting. A copy of the skills list within the practicum course will be supplied on email communication.
- Industry Verifications can only be signed off by veterinary clinic staff. However, students **must** only be signed off when it is deemed in your (or the supervisors) professional opinion that the student has reached the level of competency required to complete skills/tasks without instruction and according to guide that is provided.
- Students are expected to work through their skills lists and record accurately their work placement hours. These will be submitted intermittently throughout their study and will be assessed and marked as part of the successful programme completion. Learning Advisers will be checking the assessments during the year and reviewing hours to check for satisfactory progress.

- **Videos:** In addition students will also be required to take short video clips as evidence of them performing some clinical skills on animals on their own (but only as medically indicated by the veterinarian) for instance preparing a patient for surgery: clip, first scrub, second scrub, carrying a patient to surgery. To show competency in and be assessed in a 'true to life' veterinary clinic workplace environment ensures they demonstrate they are work-ready at the completion of the programme. Note that video clips should be able to be taken without impacting on staff or the flow of the veterinary clinic. Students are also expected to liaise with their supervisor in a timely fashion as to any video assessment requirements that need to be completed. Skill lists are provided in the practicum book, but if specific details are required do not hesitate to contact us.
- **Case Studies:** A requirement of the programme is that students will need to find case studies to use for assessments such as for "Essentials of Inpatient care". Students will be required to request permission from the veterinarian, the client and their supervisor to use the case and to adhere to the Privacy Act. This may include requesting permission to take photographs or a short video clip for gathering evidence as part of their case study.
- **Professionalism:** It is expected that students will uphold the highest personal, professional and practice ethical standards according to the New Zealand Veterinary Nursing Association's Code of Conduct (found at <http://www.nzvna.org.nz/>). Practical evidence collection will include feedback from you on the student's professional practice. However if at anytime these standards are not upheld, please contact us immediately.

#### **Otago Polytechnic, School of Veterinary Nursing Support:**

- Otago Polytechnic will maintain appropriate insurance to provide professional indemnity and public liability cover for students on veterinary clinic work placements in New Zealand and will provide you with evidence of this upon request.
- Otago Polytechnic and the Otago Polytechnic School of Veterinary Nursing place a very high value on the providers of veterinary clinic work placement, it is invaluable and we want to thank you for your time and patience and we look forward to working alongside you to develop the competencies required of a work- ready graduate. Should there be any concerns about the student, the programme or any other aspect; we welcome immediate feedback via telephone call or email.
- This agreement is one of goodwill. If for any reason you decide, at your discretion, that it is not beneficial for your veterinary clinic to mentor a student and/or it is not providing a mutually beneficial relationship and this is impacting on what your veterinary clinic can provide or the student can learn, please advise us as soon as possible so we can guide the student in finding an alternative work placement.

We would like to thank you for taking the time to consider an Otago Polytechnic student for supervised work placement as part of the NZCAT VNA programme.

If you have any questions please do not hesitate to contact us.

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**Note to Student:** please print this information and give to your potential Work Placement Supervisor.