

## Veterinary Technology Applicant

### WORK EXPERIENCE LOG

#### Instructions for logging work experience

All applicants to the VTEC program must log a minimum of 80 hours work experience in a Veterinary Hospital and submit proof of that work experience using the Task observation form at the end of this document.

Applicants will be scored according to the number of hours/ days/ weeks/ month/ years they have spent working in a veterinary hospital (voluntary or paid work). Additional points will be scored based on the *variety* of other experiences the applicant has had working with animals (e.g. working as a dog groomer, stable hand, wildlife rescue, etc). The higher the score for each section of the application, the more likely the applicant will receive a seat offer.

For all work experiences, please log the experience in one of the boxes below (print as many sheets as needed). **For all Veterinary Hospital work experience hours please fill in both the table below AND the Task Observation for each clinic/ hospital the applicant has worked at.**

Sincerely,

*Dr Jennifer Wakeling* MA, VetMB, PhD

Program Coordinator  
Veterinary Technology Program  
Faculty of Science & Technology  
Douglas College

**Student Name:**

**Student #**



DOUGLAS COLLEGE

<b>Name of Facility</b>						
<b>Summary of tasks performed or observed</b>						
<b># of hours worked</b>	0-80 (1-2 weeks)	80-160 (2-4 weeks)	160-900 (1-6 months)	>900 (>6 months)	<b>Start and end date of work/ experience</b>	
<b>Supervisor's name</b>					<b>Supervisor's role/ title</b>	
<b>Supervisor signature</b>					<b>Date signed</b>	
<b>Name of Facility</b>						
<b>Summary of tasks performed or observed</b>						
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**Student Name:****Student #**

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<b>Supervisor's name</b>					<b>Supervisor's role/ title</b>	
<b>Supervisor signature</b>					<b>Date signed</b>	

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**Veterinary Technology Applicant**  
**TASK OBSERVATION FORM**

**For the attention of Veterinary clinic/ Hospital Staff**

**Dear Veterinarian /Veterinary Technologist/ Hospital manager:**

Applicants to the VTEC program at Douglas College must obtain a minimum of 80 hours work experience in a Veterinary Hospital Facility (Paid or volunteer). The reverse of this letter lists a number of tasks that we hope each student will be able to observe in order to gain a realistic view of how a veterinary hospital team operates on a day-to-day basis. If the applicant is a volunteer they are not required to “perform” any of the tasks but only to observe them.

Thank you for making an accurate record of the applicant’s work experience. It is critically important for applicants to the veterinary technology to have a good understanding of the profession before entering the VTEC program.

Please give a completed copy of the form to the applicant, for them to submit to our registrar for admissions processing. If you have any questions, please do not hesitate to contact me at (604) 777-6322.

Sincerely,

*Dr Jennifer Wakeling* MA, VetMB, PhD

Program Coordinator  
Veterinary Technology Program  
Faculty of Science & Technology  
Douglas College

## TASK OBSERVATION FORM

Student Name: \_\_\_\_\_ Student Number: \_\_\_\_\_

**Doctor or Technician:** Please **place your initials** next to the tasks once they have been observed. Not all tasks are required, but ~70- 80% of these tasks should be observed.

### NURSING

- \_\_\_\_\_ Observe daily animal care (i.e., cage/run/stall cleaning, exercising, feeding)
- \_\_\_\_\_ Observe daily treatments of hospitalized patients (i.e., rounds, patient orders)
- \_\_\_\_\_ Observe administration of meds via the oral, injectable **and** intravenous routes
- \_\_\_\_\_ Observe physical examination
- \_\_\_\_\_ Observe client interaction (i.e., history taking, behavior or nutrition counseling)
- \_\_\_\_\_ Observe emergency triage
- \_\_\_\_\_ Observe euthanasia
- \_\_\_\_\_ Discuss the diagnostic points of a radiograph or observe ultrasonography

**(NOTE: Please DO NOT expose applicant to radiation)**

### SURGERY

- \_\_\_\_\_ Observe major surgery (i.e., open abdominal surgery, orthopedic surgery)
- \_\_\_\_\_ Observe minor surgery (i.e., draining abscess, debriding traumatic wound)
- \_\_\_\_\_ Observe dental prophylaxis
- \_\_\_\_\_ Discuss operation of a gas anesthesia machine

### LABORATORY

- \_\_\_\_\_ Observe external parasites on the animal
- \_\_\_\_\_ Observe external parasites by skin scraping
- \_\_\_\_\_ Observe internal parasites and/or eggs under a microscope
- \_\_\_\_\_ Observe blood cells and/or urine sediment under a microscope
- \_\_\_\_\_ Observe in-house blood testing (i.e., FeLV, FIV, heartworm, serum chemistry)
- \_\_\_\_\_ Observe intravenous blood draw

### FRONT OFFICE

- \_\_\_\_\_ Observe telephone procedures
- \_\_\_\_\_ Observe making appointments
- \_\_\_\_\_ Observe dispensing prescriptions and/or over-the-counter medications

I attest that \_\_\_\_\_ hours were logged by this applicant at this hospital/clinic/veterinary facility.

\_\_\_\_\_  
**Veterinarian's/Technician's Name (Print)**

\_\_\_\_\_  
**Date:**

\_\_\_\_\_  
**Veterinarian's/Technician's Signature**

**Hospital/Clinic name & address:** \_\_\_\_\_