Residency Program in Dermatology
3 year Residency Program

Department of Veterinary Clinical Sciences
Veterinary Teaching Hospital and Clinics
Louisiana State University
School of Veterinary Medicine
Baton Rouge, Louisiana 70803
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1. **Introduction**

1.1 The residency will fulfill the training requirements and partially fulfill the requirements for examination (certification) of the American College of Veterinary Dermatology.

1.2 The training program will utilize faculty of the Department of Veterinary Clinical Sciences (VCS) as mentors.

1.3 Clinical facilities of the Veterinary Teaching Hospital and Clinics (VTH) will be the training location for the residency.

1.4 This program provides intensive training in basic, clinical and comparative dermatology and in clinical investigative dermatology.

1.5 The residency conforms in all requirements to the *Residency Program Description* of the AMERICAN COLLEGE OF VETERINARY DERMATOLOGY and is subject to yearly review by the College.

1.6 At the beginning of the program the resident will read, sign and return to the Executive Secretary of the ACVD, the ACVD Residency Ethics Pledge.

2. **Objectives**

2.1 To provide advanced training in clinical problem solving and diagnostic and therapeutic techniques in the field of veterinary dermatology.

2.2 To provide didactic and tutorial teaching training and experience.

2.3 To satisfy the requirements for examination by the American College of Veterinary Dermatology.

2.4 To provide experience in scientific and clinical case presentation through the seminar and house officer rounds program.

2.5 To provide experience in the preparation and submission of scientific articles for publication and/or presentation.

2.6 To provide experience in designing and conducting a clinical research project.

2.7 To have a working understanding of comparative dermatology through reading of literature, participation in medical school programs when possible, and by attendance at annual The North American Veterinary Dermatology Forum, when possible.
2.8 To gain in-depth knowledge of cutaneous anatomy, physiology, pathology, microbiology, immunology and pharmacology so as to be able to have a firm understanding of the pathophysiologic basis of cutaneous disease and therapy.

2.9 To have a general knowledge of internal medicine as it relates to diseases of the skin.

2.10 To develop a scholarly and inquiring approach to dermatology to prepare for future career goals of teaching, clinical research, scientific publication, and/or specialty practice and to be able to make significant contributions to veterinary dermatology.

2.11 To provide an opportunity to complete a Master’s degree and to participate in graduate level courses that support and strengthen the clinical training program.

3. **Prerequisites**

3.1. Candidates must have a DVM or an equivalent degree.

3.2 Candidates must have satisfactorily completed at least a one year rotating small animal internship or its equivalent post graduate veterinary experience. For practice equivalency or for any internship not administered by the American Association of Veterinary Clinicians matching program, a letter stating the dates of training; the names, addresses and phone numbers of the veterinarians in charge of the training; and a description of the clinical experience, including opportunities for problem solving, must be submitted along with the application.

3.3 Candidates must have successfully completed the National Board examination or its equivalent in the certifying country.

3.4 Candidates must have the goal of board certification by the American College of Veterinary Dermatology

3.5 Candidates must be of satisfactory moral and ethical character

3.6 Candidates must be a member of a national veterinary medical association

3.7 If candidates plan to pursue a Master of Science Degree, they should have successfully completed the GRE and be acceptable for admission into the Graduate School.

4. **Faculty Mentor**
4.1. The resident will be assigned to a faculty mentor who has diplomate status in the specialty field of Veterinary Dermatology. The current program director is Cherie Pucheu Diplomate ACVD. The Dermatology faculty of the LSU SVM includes Dr. Cherie Pucheu and Dr. Sandra Merchant.

4.2. Responsibilities of the mentor include:

4.2.1. Direction and coordination of the clinical program;
4.2.2. Advice toward research, publications, and preparation for Specialty Board examinations
4.2.3. General counseling.
4.2.4. The resident advisor may or may not be the graduate advisor if a master’s degree is pursued, but will work in conjunction with the resident’s graduate committee. The resident advisor will be assigned by the program director within the first calendar quarter of the program.

5. **House Officer Rounds, Seminar Program and Publication**

The House Officer Rounds are designed to provide the resident the opportunity to receive and present interesting, unusual, or difficult clinical case material utilizing a problem oriented approach to professional colleagues. The resident will participate with the other VCS house officers on a rotating basis and will make 2 presentations during each year of the program. Residents have the option to present 1 case report and 1 seminar or to do two seminars each year (see seminar description below).

The House Officer Seminar series is designed to provide the resident with the opportunity to research and present scientific information to professional colleagues.

5.1 One seminar will be prepared and given in each year of the residency. The option to do two seminars instead of a case report and a seminar is possible.

5.1.1 Seminars will be approximately 40 minutes in length with an additional 10-15 minute question/discussion period to follow.

5.1.2 Each seminar presentation will be evaluated by the audience using an established form.

5.1 It is encouraged that the resident strive to choose topics and produce a manuscript for publication based on the seminar topic.
5.3 One seminar topic will relate to original research conducted by the resident.

5.4 Attendance: The resident is required to attend and participate in the following:

5.5 VMED 7001 (VCS Seminar); Grand Rounds; House Officer Rounds; other seminars that are requirements of the resident’s home department and/or section.

5.6 VCS HO Rounds/Seminar Policy

5.6.1 HO attendance at all HO Rounds/Seminar sessions is required. HO attendance is required at only those rounds and seminars designated as VCS HO Rounds/Seminar sessions and that others occurring in the same time slot are not required by the House Officer Committee.

5.6.2 Attendance will be taken at the beginning of each session.

5.6.3 HO will be required to present an additional seminar if they have more than one unexcused absence or come late to the seminar more than twice (unexcused) during the program year. All absences must be accounted for by completing a HO Leave Request Form and submitting it to the HOC chair.

5.6.4 Excused absences include the following: illness, annual leave, attendance or participation in a continuing education program, presentation of a student lecture, scheduled out-rotation or special service requirements per request of advisor. All other absences are unexcused unless deemed excusable by the HO advisor.

5.7 The resident will make at least 1 case presentation in House Officer Rounds during the year.

5.7.1 Case presentations should be presented using a problem oriented approach. Presentations should be 20-25 minutes in length with an additional 5 minutes for questions.

5.8 A SVM faculty member(s) will be selected by the resident to mentor the case presentation(s).

6.0 Teaching Program
6.1 Throughout the program residents will be viewed as role models by both interns and professional students. They should always present themselves in a professional manner.

6.2 The resident will participate in clinical instruction and in the evaluation of Phase II veterinary students assigned to the section.

6.3 The resident will participate in preclinical didactic lecture and laboratory instruction as assigned by the mentor.

6.3.1 In the first year of the residency, the resident will give a one hour lecture to Phase 1 veterinary students in VMED 5365.

6.3.2 In the second year of the residency, the resident will give one or two hours of lecture in VMED 5365.

6.3.3 In the third year of the residency, the resident will give one or two hours of lecture in VMED 5365 or the 5010 elective in dermatology.

6.4 Along with the faculty member in dermatology, the resident will be responsible for:

6.4.1 Receiving clinic dermatology appointments during clinical rotations.

6.4.2 Supervising day-to-day care of patients admitted to the hospital.

6.4.3 Helping coordinate the clinical teaching of students assigned to the dermatology service including daily rounds.

6.4.4 Providing in-house and telephone consultation service with the guidance of the faculty dermatologists.

6.4.5 Providing optimal client service and prompt, professional communications with referring veterinarians.

7.0 **Board Certification**

7.1 An important credential in veterinary medicine is board certification in a specialty area. One of the objectives of the program is to prepare the resident for certification by the American College of Veterinary Dermatology.

7.2 In order to qualify for examination the resident should refer to the published requirements of the college. www.acvd.org
7.3 It is solely the responsibility of the resident to submit any material and fees required by the college for registration for board examinations.

8.0 Clinical Program

The Dermatology clinics are organized into 12 blocks varying in length from 4 to 6 weeks (most blocks 4 weeks), with clinical receiving during 2 full days and 3 half days per week. In addition, the service performs an average of 6 in-house consultations per week, including approximately 1 large animal case every few weeks. Two half days per week are reserved for general diagnostic procedures. The service has approximately 38 appointment slots available per week. Approximately 45% of the cases represent new referrals. The program will strive to keep the case load above the average number of cases for academic programs with the same number of residents minus one-half standard deviation. As of the count completed for the academic programs active for the year 2008-2009 this number was 3669 for a two resident, three year program. This count includes all consults, recheck and new cases seen by the mentor(s) and residents in the three year time span.

8.1.0 Year I Resident's Program

8.1.1 Blocks of clinical training

8.1.1.1 During the first year of the residency, the dermatology resident (referred to as resident) will be assigned to the Dermatology service (DS) for 9.0 - 9.5 of these 12 blocks.

8.1.1.2 The resident will be given 1 day off clinics each week for the pursuit of other academic (see below) and research purposes.

8.1.1.3 The first year resident may be required to rotate in Companion Animal Internal Medicine for 1/2 to 1 block (depending on prior experience). Otherwise, this time will be spent assigned to the DS.

8.1.1.4 There will be 2.0 blocks available for research and/or other elective clinical rotations.

8.1.1.5 During any of the blocks where the resident is at LSU-SVM and not involved in a rotation in Companion Animal Internal Medicine or on an out-rotation, the resident will continue to receive Dermatology cases one day a week.
8.1.2 The resident will participate in the instruction of Phase II students and interns. Participation in SVM student laboratories will be assigned as needed.

8.1.3 The resident will participate in house officer rounds, ward rounds, journal club, special topic conferences, seminars, and other scheduled conferences of the VTC&H. The resident will attend other scheduled seminars in the SVM as time permits.

8.1.4 The resident will present 1 seminar (to faculty and house officers) on a topic of interest to the resident.

8.1.5 The resident will attend the annual ACVD meeting (NAVDF) with the advice and approval of the faculty mentor and the house officer committee.

8.1.6 The resident is encouraged to attend and participate in continuing education meetings sponsored by the SVM or by local and regional veterinary organizations.

8.1.7 The resident must register with the specialty college.

8.1.8 The resident is required to prepare a research proposal; review it with his/her faculty mentor, and submit it for funding consideration.

8.1.9 The resident may, with the approval of the resident's advisor and the dermatology faculty, participate in clinically relevant graduate courses. The course work must not interfere with the clinical and instructional responsibilities of the resident.

8.1.10 If the resident plans to pursue a Master of Science degree, the resident must enroll in the Graduate School with acceptable GRE/Toefl scores if applicable and schedule courses as directed by his/her Graduate Committee. No more than 6 credit hours may be taken during any one semester or summer session.

8.2 **Year II Resident's Program**

8.2.1 During the second year, the resident will rotate in DS for 9.0 of 12 blocks as in the first year, and have 3 blocks for elective studies and clinical research. During any of the 3 blocks where the resident is at LSU-SVM, and not actively involved in another clinical rotation, the resident will continue to receive Dermatology cases
one day a week.

8.2.2 If pursuing a master’s program and the majority of the master’s research will be performed during Year II, the resident will be assigned 5 off-clinic blocks to be utilized for research, and other scholarly activity including preparation of seminars, publications, and preparation for general examination. (These 5 blocks of scholarly activity may be scheduled during Year II or Year III). If the majority of the master’s research is not conducted during year II but resident is enrolled in graduate studies, 1 off-clinic block will be provided for scholarly activity.

8.2.3 The resident will participate in the instruction of Phase II students and interns. Participation in SVM student laboratories will be assigned as needed.

8.2.4 The resident will participate in house officer rounds, ward rounds, journal club, special topic conferences, seminars, and other scheduled conferences of the VTC&H. The resident will attend other scheduled seminars in the SVM as time permits.

8.2.5 The resident will present 1 seminar (to faculty and house officers) on a topic of interest to the resident.

8.2.6 The resident will attend the annual ACVD meeting (NAVDF) with the advice and approval of the faculty mentor and the house officer committee. If finished, the research project will be presented in the resident’s research forum.

8.2.7 The resident is encouraged to attend and participate in continuing education meetings sponsored by the SVM or by local and regional veterinary organizations.

8.2.8 The resident may, with the approval of the resident's advisor and the dermatology faculty, participate in clinically relevant graduate courses. The course work must not interfere with the clinical and instructional responsibilities of the resident.

8.2.9 The resident will continue or finish the research project.

8.2.10 The resident is required to give at least 1 hour of didactic instruction in courses offered to veterinary students.

8.3 **Year III Resident's Program**
8.3.1 During the third year, the resident will rotate in DS for 9.0 of 12 blocks and have 3 blocks for elective studies and clinical research. During any of the 3 blocks where the resident is at LSU-SVM, and not actively involved in another clinical rotation, the resident will continue to receive Dermatology cases one day a week.

8.3.2 If the majority of the master’s research will be performed during Year III, the resident will be assigned 5 off-clinic blocks to be utilized for research, and other scholarly activity including preparation of seminars, publications, and preparation for general examination. (These 5 blocks of scholarly activity may be scheduled during Year II or Year III). If the majority of the master’s research is not conducted during year II but candidate is enrolled in graduate studies, 1 off-clinic block will be provided for scholarly activity.

8.3.3 The resident will participate in the instruction of Phase II students and interns. Participation in SVM student laboratories will be assigned as needed.

8.3.4 The resident will participate in house officer rounds, ward rounds, journal club, special topic conferences, seminars, and other scheduled conferences of the VTC&H. The resident will attend other scheduled seminars in the SVM as time permits.

8.3.5 The resident will present 1 seminar (to faculty and house officers) on a topic of interest to the resident.

8.3.6 The resident will attend the annual ACVD meeting (NAVDF) with the advice and approval of the faculty mentor and the house officer committee. If not presented in year II, the research project will be presented in the resident’s research forum.

8.3.7 The resident is encouraged to attend and participate in continuing education meetings sponsored by the SVM or by local and regional veterinary organizations.

8.3.8 The resident may, with the approval of the resident's advisor and the dermatology faculty, participate in clinically relevant graduate courses. The course work must not interfere with the clinical and instructional responsibilities of the resident.

8.3.9 If not pursing a master’s, the resident will finish the research project in the first ½ of the third year if not already finished in year II.
8.3.10 The resident is required to give at least 1 hour of didactic instruction in courses offered to veterinary students.

8.3.11 The resident should make applications for sitting the certifying examination.

8.4 Outside Rotations

8.4.1 If scheduling/times permits, two elective rotation may be taken at another veterinary or human medicine Dermatology program. These electives will be encouraged to be taken in the second and third year.

9.0 Research

The Department of Veterinary Clinical Sciences requires its residents to participate in scholarly activity such as basic, applied or clinical research. To that end the resident is required to:

9.1 Design a research project to address a specific question or problem in the Discipline

9.2 Write a research grant proposal that may be used to seek funding for the project.

9.3 Conduct the research according to the experimental design

9.4 Analyze and report the results of the project

9.5 Have the results accepted and ultimately published in a journal accepted by the American College of Veterinary Dermatology as part of the credentials requirement

9.6 Present the project at the annual meeting of the American College of Veterinary Dermatology (NAVDF) during the resident’s second or third year.

9.7 Sources of Support: There is SVM and departmental organized research funding awarded on a competitive basis yearly. In addition, the resident will submit the research proposal to the organized research funding provided by the ACVD and AAVD.
10.0 Graduate Program – optional

A Masters degree is optional in the Dermatology Residency Program. Requirements for admission to the Graduate School are provided in the current LSU catalog under “Requirements for Advanced Degree” The resident will apply for admission to the graduate school within 45 days from the start of the residency. The resident will enroll in the Department of Veterinary Clinical Sciences graduate academic program. The Master’s Thesis must be completed before or concurrent with the completion of the residency.

11.0 Additional Objectives – Scholarly Activity/ Continuing Education

11.1 Participate in daily dermatology rounds in the clinical rotation VMED 5460/5463, weekly dermatology journal club, weekly basic science review, and weekly dermatopathology conference.

11.2 The resident is encouraged to attend Continuing Education meetings sponsored by the SVM and local, regional, or national veterinary organizations. Attendance must be approved by the resident's advisor, block mentor and House Officer Committee Chairman.

11.2.1 The resident may receive support to travel to the annual meeting of the ACVD (NAVDF) from the Dermatology Service and, when possible, to attend the annual meeting of the American Academy of Dermatology to participate in at least one short course in the basic immunology or structure/function presented for dermatology residents at this meeting, or other suitable national or international dermatology meeting.

11.2.2 Contingent on budgetary constraints, the department may have funds available to the resident a limited amount of travel funding on a yearly basis.

11.2.3 The Dermatology Faculty provides a yearly Dermatology Continuing Education Seminar with corporate support. Proceeds from this program are used to support resident travel and, when necessary, research needs.

11.2.4 The department may make available to residents an educational fund which may be used to cover such expenses as xeroxing, expenses incurred for lecture/seminar/program presentations etc. The level of funding is contingent on budgetary constraints.

11.3 The resident will be under the direct supervision of the faculty dermatologist. However, the resident will have primary case responsibility for dermatology patients in all aspects of diagnosis and therapy.
11.4 The resident will review the teaching dermatohistopathology (glass slides) sets.

11.5 The resident will prepare 2 dermatology case reports for the credential committee of the ACVD as one of the requirements to qualify to sit boards or one case report and one case publication. The first case should be submitted at latest by June 1 in Year I of the residency program.

11.6 The resident will attend the weekly SVM dermatopathology conference.

11.7 The resident will participate with the faculty preceptors in a regular critical review of sections of Small Animal Dermatology; a chosen textbook of human dermatology; a chosen textbook of large animal dermatology, Gross, Ihrke, Walder, *Veterinary Dermatopathology* and other textbooks, deemed important by the faculty Preceptors.

11.8 The resident will attend the annual meetings of the American Academy of Veterinary Dermatology/American College of Veterinary Dermatology (NAVDF). In the second or third year, the resident will present a paper at the resident forum.

11.9 The resident will maintain a checklist of residency activities for inclusion in the biannual VCS review of residents.

11.10 Upon completion of exchange visits in other programs, the resident will prepare a review of the rotation and present this along with log of cases seen, to faculty mentor within one month of return.

11.11 In consultation with faculty mentor, the resident will prepare and/or update client information handouts for selected dermatologic problems.

11.12 The resident will participate in didactic instruction in the Phase 1 dermatology course by preparation and presentation of one or two hours of lecture material for the course.

11.13 The resident will maintain a regular program to review current veterinary and human dermatologic literature and participate in VTH&C journal club programs.

11.14 The resident will complete an evaluation of residency form at the end of each year of the residency.

11.15 The resident will update curriculum vitae yearly.

11.16 The resident will prepare and submit to the ACVD Education Committee,
A six month and one year residency report in year I, a two year report in year II and a three year report in year III.

12.0 Evaluation and Reappointment

12.1 A written critique will be provided by the block mentor at the end of each assigned block through the E*Value software. Every two weeks the house officer will assign A summary evaluation will be made quarterly by the faculty in conjunction with the resident’s advisor. The critique will cover:

12.1.1 Professional ability; to include theoretical knowledge and application of that knowledge, clinical skills, tutorial skills, and scholarly activity.

12.1.2 Hospital services; to include communication skills, patient care, medical record quality, emergency duty quality, and adherence to VTH&C protocol.

12.1.3 Personal characteristics; to include responsibility, initiative, interaction with faculty, staff and students, deportment and leadership

12.2 The resident will meet with his or her mentor on a quarterly basis to discuss their progress and written block evaluations.

12.3 In May of each year, the House Officer Committee will review the year's critiques. Following that review, the committee will make a recommendation to the Head of the Department of Veterinary Clinical Sciences to:

12.3.1 Continue the appointment for another year with or without probation

12.3.2 Award the certificate upon satisfactory completion of the program.

12.3.3 Not to reappoint the resident, with a minimum of 30 days notice of termination. At the discretion of the House Officer Committee and in consultation with the resident’s service, guidelines can be formulated that if met, may allow the resident to be re-instated at the end of the specified period.

12.4 The resident will be asked each year to make an assessment of the program in May with suggestions for improvement. The evaluation form will be handed out and completed by the given deadline as a mandatory part of the requirements for continuation or completion of their program.

13.0 House Officer Committee
The committee is comprised of a representative of each house officer program, the VCS Head (ex officio), and the Director of the VTH (ex officio). It will be responsible for:

13.1 The selection of residents from the application pool (with the advice of the faculty of the sponsoring discipline).

13.2 Annual review of the resident's progress (in the ninth month of each year).

13.3 Annual recommendation for reappointment of the resident or program completion

14.0 Employment and Benefits

14.1 Louisiana State University classifies residents as University employees. As such, they (and their eligible dependents) qualify for the Louisiana State University Baton Rouge health insurance and retirement plans. The School of Veterinary Medicine also provides malpractice insurance coverage. The salary (not a stipend) is published in the Directory of Internships and Residencies as published by the American Association of Veterinary Clinicians (www.virmp.org). Salary is payable in monthly increments. Retirement contributions are withheld from each paycheck. No social security tax is withheld. Federal and state income tax is withheld. The resident may be eligible to petition the IRS for exemption from federal tax on part of his/her salary.

14.2 The Veterinary Teaching Hospital and Clinics operates year round. The resident will share with other house officers on emergency duty rotation. The rotation will commit the resident to a share of evening, weekend and holiday duty on a scheduled basis.

14.3 Reappointment to the second, third and fourth years of the residency program (if applicable) are contingent upon satisfactory completion of the previous year's requirements.

14.4 The University offers accrual of annual leave following either the University accrual rate (14 hrs/month with a maximum accumulation of 176 hours) or the Civil Service Schedule rate (8 hrs/month with no maximum accumulation). Sick leave time accrual is 8 hrs/month. All leave, except illness and emergencies, should be scheduled and approved 30 days in advance. Forms requesting the absence must be filled out by the resident and signed by the clinician to whom the resident will be assigned during the absence, the Resident's Advisor and the Chair of the House Officer Committee before approval will be granted. Leave will be granted on an individual basis taking into account the reason for the requested absence and the needs of the service and hospital. Leave for personal business is to be taken during elective or research blocks.
Emergency absence such as for illness or a death in the immediate family should be brought to the attention of the clinician to whom the resident is assigned as soon as the resident learns that he/she will be absent. The official forms should be filled out upon the resident’s return.

15.0 Applications

15.1 Candidates may apply for the Residency in Small Animal Dermatology by completing:
15.2 A standard residency online application (V.I.R.M.P. application).
15.3 A statement of objectives for the residency and subsequent career goals.
15.4 A transcript of his/her academic record.
15.5 Three letters of reference from individuals currently familiar with the applicant's professional status.
15.6 A curriculum vitae

16.0 Other – ACVD Program Requirements/ Program Facilities

16.1 The program described above will result in a minimum of 136 eight-hour days and a maximum of 152 eight hour days of supervised, participatory experience in clinical dermatology in the first year and 136 eight-hour days in each of the second and third year.

16.2 For Basic and Applied Science training, we provide 2 sessions of textbook review (assigned reading with mentor discussions), Dermatology Journal Club, and weekly Dermatopathology conference. For the latter, pathology mentors include Dr. Rudy Bauer, Dr. Dawn Evans, Dr. Nobuku Wakamatsu, Dr. Dan Paulsen and Dr. Del Piero all Diplomates of the American College of Veterinary Pathology. The resident is required to review all biopsies obtained by the DS prior to the weekly conference and must complete an analysis form for selected cases. The total time devoted to the sessions described herein include 6 hours/wk X 45 weeks/ year = 270 hrs/yr.

16.3 The LSU VTH is a full service, tertiary care teaching hospital which offers specialty services to the general public and referral services. The specialty services offered in addition to veterinary dermatology include small animal internal medicine, small animal surgery, veterinary ophthalmology, veterinary radiology, small animal clinical cardiology, small animal clinical oncology, equine surgery, equine internal medicine, theriogenology, food animal medicine and surgery and herd health. These services are supported by full service in-house laboratories in clinical pathology, histopathology, clinical endocrinology, microbiology and serology. There is a full service pharmacy and the radiology department is equipped with modern ultrasound and has access to afterhours CT and MRI scan equipment.
16.4 The dermatology service has a full time veterinary technician, shares a research technician, and owns five microscopes (one double-headed with camera attached, two double headed side to side used in the clinical setting two single headed used in the clinical setting and one assigned to the resident), camera equipment, two desk computers with printers, several lap top computers and a Med Rx Scope. We perform all routine diagnostic and therapeutic procedures appropriate to a referral specialty service other than radiation therapy. We receive glass slides of all of the surgical biopsies performed by our service.

16.5 The LSU SVM is supported by a very complete medical and scientific research library, professionally staffed and with computer, video and other research support facilities. The residents are provided with a stipend by the department for xeroxing, Interlibrary loan services, photographic services and miscellaneous expenses.
17.0 Appendices

VCS House Officer Rounds
Evaluation Form

House Officer: ___________________________________________________________
Date: _______________ Topic: _______________________________________________
Evaluator: ______________________________________________________________

<table>
<thead>
<tr>
<th>Evaluation</th>
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<tr>
<td>E = excellent</td>
<td>G = good</td>
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**Case Selection**
- Complexity of case: ____
- Appropriate case follow-up: ____

**Content**
- Format of presentation: ____
- Discussion: ____
- Conclusions: ____
- Use of problem-oriented approach: ____

**Delivery**
- Clarity of speech: ____
- Rate of delivery: ____

**Effectiveness of visual presentation**
- Use of visual aids: ____
- Body language/enthusiasm: ____

**Questions handled appropriately**
- ____

**Additional Comments:**
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
VCS Seminar Evaluation

Presenter: ______________________________ Date: _____________________

Audience: ____________________________________________________________________________

Title/Topic: __________________________________________________________________________

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<th>Points</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Definition of Subject: introduction,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>importance, clinical significance</td>
<td>0-5 pts</td>
<td></td>
</tr>
<tr>
<td>2. Organization:</td>
<td>0-10 pts</td>
<td></td>
</tr>
<tr>
<td>3. Quality of material:</td>
<td>0-10 pts</td>
<td></td>
</tr>
<tr>
<td>4. Presence: Speaking ability</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Clarity</td>
<td>0-10 pts</td>
<td></td>
</tr>
<tr>
<td>b. Rate of delivery</td>
<td>0-10 pts</td>
<td></td>
</tr>
<tr>
<td>c. Enthusiasm, expressiveness</td>
<td>0-10 pts</td>
<td></td>
</tr>
<tr>
<td>5. Support materials:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Handouts, manuscripts</td>
<td>0-15 pts</td>
<td></td>
</tr>
<tr>
<td>b. Visual aids</td>
<td>0-5 pts</td>
<td></td>
</tr>
<tr>
<td>6. Appropriate summary?</td>
<td>0-5 pts</td>
<td></td>
</tr>
<tr>
<td>7. Presentation consistent with audience level?</td>
<td>0-10 pts</td>
<td></td>
</tr>
<tr>
<td>8. Questions/discussion handled appropriately?</td>
<td>0-10 pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
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</tbody>
</table>

Comments: ____________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

Evaluator: ______________________________
HOUSE OFFICER LEAVE REQUEST

I am requesting leave approval for the following reasons:
(Indicate the reason and list the dates.)

1. To attend the meeting listed below.

__________________________________________________________________

2. To attend to personal activities (illness, family emergency, vacation).

__________________________________________________________________

3. To attend to official activities (out rotations, special circumstance requirements).

__________________________________________________________________

INTERN/RESIDENT:__________________________________________ Date:___________
Print Sign

ADVISOR:__________________________________________ Date:___________
Print Sign

BLOCK MENTOR:__________________________________________ Date:___________
Print Sign

CHAIR HOC:__________________________________________ Date:___________
Print Sign
<table>
<thead>
<tr>
<th>Professional Ability</th>
<th>Select Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Theoretical Knowledge</td>
<td></td>
</tr>
<tr>
<td>2. Knowledge Application</td>
<td></td>
</tr>
<tr>
<td>3. Diagnostic/Surgical Skills</td>
<td></td>
</tr>
<tr>
<td>4. Patient Care</td>
<td></td>
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<tr>
<td>5. Thoroughness</td>
<td></td>
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<tr>
<td>Personal Characteristics</td>
<td></td>
</tr>
<tr>
<td>1. Clinician Communication</td>
<td></td>
</tr>
<tr>
<td>2. Student Communication</td>
<td></td>
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<tr>
<td>3. Staff Communication</td>
<td></td>
</tr>
<tr>
<td>4. Independent Study &amp; Initiative</td>
<td></td>
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<tr>
<td>5. Awareness of Current Literature</td>
<td></td>
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<tr>
<td>6. Contribution to Student Education</td>
<td></td>
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<tr>
<td>7. Performance Under Stress</td>
<td></td>
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<tr>
<td>8. Ability to Accept Criticism</td>
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<tr>
<td>9. Organizational Skills</td>
<td></td>
</tr>
<tr>
<td>10. Ability to Work in a Team</td>
<td></td>
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<tr>
<td>11. Reliability</td>
<td></td>
</tr>
<tr>
<td>12. Motivation</td>
<td></td>
</tr>
<tr>
<td>13. Attendance at Seminars &amp; Rounds</td>
<td></td>
</tr>
<tr>
<td>14. Presentation at Seminars &amp; Rounds</td>
<td></td>
</tr>
<tr>
<td>15. Ability to Make Independent Decisions</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Hospital Service</th>
<th>Select Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Completion of Duties</td>
<td></td>
</tr>
<tr>
<td>2. Quality of Work</td>
<td></td>
</tr>
</tbody>
</table>
3. Emergency Services Duties  
4. Communication with Veterinarians  
5. Client Communication  
6. Referral Letters & Record Keeping  
7. Acceptance of Service & Case Responsibility  
8. Adherence to VTHC Protocol

Strengths

Improvements

General Comments

Type Signature
- Select Faculty -

Completed  
Finalized  Yes  
Last modified by 04/20/2020

Cancel  Save