

INFORMATION FOR THE MENTOR

Concerns: The externship for the students of the Faculty of Veterinary Medicine at Ghent University.

To the mentor,
Esteemed fellow veterinarians, Madam, Sir,

The faculty of Veterinary Medicine at Ghent University would like to thank you for taking one of our students, who is in the final year of becoming a doctor in Veterinary Medicine, in consideration for an externship.

Students of the third master year complete a graduate internship within the domain of their major (companion animals, horse, ruminants). Students majoring in Research complete this internship within one of these domains of their choice.. For the students majoring in Pig, Poultry and Rabbit, this involves a 2-week internship with a pig veterinarian, 2 weeks with a pig farm and 1 week with a poultry veterinarian.

This externship comprises 8 weeks, split into 2 x 4 weeks within the same practice or split across two practices if desired..

The **objectives** of the externship stimulate students to apply, broaden and deepen their obtained knowledge and skills. Next to these general objectives we also list in attachment the **specific objectives** that need to be obtained by the student according to their **chosen specialisation**, during their clinical experience in the faculty clinic and where possible also during their externships.

Mentors are expected to:

- make arrangements, during an intake interview **before the externship**, with the student about:
 - o practicalities (period, timeframe, more information on the practice, ...)
 - o how the goals of the student can be achieved during the externship.
- guide the student, give feedback and actively involve them during practical activities **during the externship**.
- evaluate the student and sign the logbook (if approved) **at the end of the externship**.

The student will write a **report** at the end of the externship, which includes the **logbook** and a **reflection** on the externship period, the externship post and their personal functioning, primarily in the light of the students' future professional activities. The confidentiality of all data will prevail at all times. This **confidentiality** relates to the veterinary practice, the veterinarians and pet owners and should be reflected in their reports.

Quality assurance of education is an important task of UGent. From this point of view, the faculty will ask the student to evaluate the traineeship. This information will be confidential and treated as such.

Ghent University provides the necessary **insurances**, covering risk of physical injuries to, from and at the externship as well as the civil liability at the externship post. The modalities are stipulated in the externship agreement.

As an externship procurer you are co-responsible for the safety of the student. Please consider the safety of the student at all times, so they are at no moment in time put in real danger.

The flow of the externship will go via our **online** platform (all approvals will replace the signatures on printed documents):

- Read and approve the **intake** document (a short written report about the intake interview drafted by the student)
- If necessary, adjust the **risk analysis** form, and approve
- Approve the externship **contract**
- Approve the online **logbook**
- **Evaluate** the student, by which you start from the self-evaluation of the student

We are aware that the guidance of a student can be an additional strain upon your workload. We are convinced of the added value for the students' education and therefore highly appreciate your cooperation.

To acknowledge this cooperation the faculty has a modest **compensation** for the mentors. For each signed externship agreement you will receive a free participation to all activities of the Academy of Veterinary Medicine. You will be contacted in this matter by the faculty on the basis of all registered externship agreements.

We sign with special thanks for your cooperation, yours faithfully,

Prof. Ingeborgh Polis - Lecturer externship Companion Animals

Prof. Katrien Smits - Lecturer externship Horse

Prof. Lieven Vlamincx - Lecturer externship Ruminants

Prof. Dominiek Maes - Lecturer externship Pig, Poultry, Rabbit

CONTACT DETAILS

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OBJECTIVES EXTERNSHIP

OVERALL OBJECTIVES

Intellectual and societal competences

- The student complies with the made agreements
- The student works punctually
- The student has respect for confidentiality and privacy and handles all research content and personal data with integrity
- The student takes initiative
- The student functions in a team
- The student communicates in an appropriate manner with all parties involved
- The student formulates insights in concern to the practical organisation of a practice or clinic
- The student describes how practice or clinic's inner workings is constructed
- The student can give a summary of the administrative elements of a practice or clinic
- The student follows up actively first line registrations
- The student participates actively in first line registrations
- The student discusses the insights obtained with first line registrations with the mentor

Cooperation and communication skills

- The student indicates connections between previous obtained knowledge and practical experiences
- The student asks for explanation when needed
- The student examines critically the fieldwork
- The student examines critically his/her own knowledge, skills and conduct

Specific objectives main subject companion animals

- Knowledge: The student proves his/her knowledge and insight about medical conditions in small animals that are often treated by the mentor.
- Skills: the student develops his/her practical skills in: *Preventive veterinary medicine*: vaccination, *Clinical skills*: routine procedures in practice (nails cutting, ear cleaning, anal sac evacuation, ...), euthanasia), *Hospitalization*: basic life support, daily care of hospitalized patients, monitoring of critical care patients, *Diagnose*: differential diagnosis of the most common disorders in first line practice, *Treatment* of the most common disorders in first line practice, *Surgery*: castration of male and female cat, castration of male and female dog, wound care (first line), Other surgical interventions (e.g. cystotomy, enterotomy, enterectomy).

Specific objectives main subject horse

- Knowledge: The student proves his/her knowledge and insight about medical conditions in horses that are often treated by the mentor.
- Skills: The student develops his/her practical skills in: *Horse identification*, *Handling of horses*, *Preventive veterinary medicine*: vaccinations, health certification, ...), *Clinical examination*: Orthopedic examination (e.g. flexion tests and regional and intra-articular anaesthesia), *Clinical skills*: blood collection, urine collection, rectal palpation: determination of stage of cycle, euthanasia, *anaesthesia*: sedation, intravenous anaesthesia, *Therapy*: Treatment of the most common disorders in first line practice (including emergency treatment), *Surgery*: Castration (standing) Suturing the skin in different surgical procedures.

Specific objectives main subject ruminants

- Knowledge: The student proves his/her knowledge and insight about medical conditions in ruminants that are often treated by the mentor.
- Skills: The student develops his/her practical skills in: *Orthopaedic examination, Surgical techniques* (claw trimming, castration, wound correction and management), *Surgical preparation and antisepsis, Orthopaedic surgery*: claw amputation, fracture management / prognosis (but not repair), congenital articular rigidity, spastic paresis, joint lavage, arthrodesis, *Dehorning* of young and adult animals, *Abdominal surgery*: left / right abomasal displacement, right exploratory laparotomy cow, *teat surgery*: teat laceration, teat amputation, *Suture techniques, anaesthesia*: Epidural anaesthesia, *Emergency*: Basic emergency treatment and critical care (shock, bleeding, poisoning...), Emergency slaughter, *Diagnostic techniques and procedures*: Blood sampling, Milk sampling, Urine collection and examination, Sperm collection and examination Injections, IM, IV and SC Catheter placement (non-permanent), Reproductive ultrasound, *Gynaecological examination* (caesarean section, parturition partial fetotomy, Bühner tape), *Animal handling*.

Specific objectives main subject pig, poultry and rabbit

- Knowledge: The student proves his/her knowledge and insight about medical conditions in pig, poultry and rabbit that are often treated by the mentor.
- Skills: The student develops his/her practical skills in: *Identification and registration* (pig and poultry), *Orthopedic examination* (pig), *Treatment and vaccination*: water- and food medication (pig, poultry and rabbit), *Diagnostic techniques and procedures*: Measurements of backfat and body condition score (pig), evaluation of stable climate (including smoke test) (pig and poultry), evaluation of culture systems, culture techniques and management, biosafety assessment of herds (pig, poultry and rabbit), evaluation of animal welfare (incl. legislation issues e.g. enrichment, stocking densities, etc), *Obstetrics and reproduction*: *Internal medicine*: Treatment (including prudent use of antimicrobials), Interpretation of laboratory tests (pig, poultry and rabbit).