Education & Training Plan

Student Name: _____

Start & End Dates: ___/___/_____ to ___/___/_____

Veterinary Assistant Specialist Certificate Program
Cost of certification exam included in this program

Mentor Supported

MyCAA Program Information
Course Code: AU - VAS2
Program Duration: 9 Months
Course Contact Hours: 495
Student Tuition: $3,950

This training program combines a two course training track:

- **Veterinary Medical Terminology**
- **Veterinary Assistant**

Veterinary Assistant training can help you make a difference in the lives of animals and the people who love them. Our course prepare you for a rewarding career working as a veterinary assistant in a veterinary hospital, animal shelter, zoo, university or other environment that requires a background in animal sciences. This provides a well-rounded, complete approach to learning the skills required in the field of veterinary assisting. The course begins with basic skills such as veterinary medical terminology and office procedures, and progresses to more advanced skills such as nursing care and radiology. There are sections covering companion animals, large animals, and exotic animals. Clinical scenarios are provided in this course to help demonstrate application of the skills to real world practice.

The Job Outlook
Employment of veterinary assistants and laboratory animal caretakers is expected to grow 14 percent from 2010 to 2020, as fast as the average for all occupations. Employment of veterinary assistants and laboratory animal caretakers is concentrated in veterinary services, an

AUBURN
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industry that is expected to grow very quickly during the projection decade. Fast industry growth will be spurred by a growing pet population and advancements in veterinary medicine. Although veterinary assistants and laboratory animal caretakers will be needed to assist veterinarians and other veterinary care staff, some veterinary practices are expected to increasingly replace veterinary assistants with higher skilled veterinary technicians and technologists, thus slowing the demand for veterinary assistants.

Certification:

Upon successful completion of our Veterinary Assistant course, students will be prepared for an entry-level position as a Veterinary Assistant and will be prepared to sit for the NCCB national certification exam to become a Certified Animal Care Worker (CACW). NOTE: This program DOES NOT License, Certify, or Register Veterinary Technicians in any state through the Board of Veterinary Medical Examiners. **Fee is included for the NCCB exam.**

NOTE: This program **DOES NOT License, Certify, or Register Veterinary Technicians in any state through the** Board of Veterinary Medical Examiners.

Veterinary Medical Terminology
225 Hours

Overview

Veterinary Medical Terminology provides a visual approach to learning medical terms and understanding the basics of veterinary medicine. A systematic process of breaking down medical terms into their component parts allows readers to comprehend the root medical concepts and apply critical thinking skills when faced with new and unfamiliar medical terminology. Case studies exemplify how medical terminology would be experienced in an actual veterinary practice.

The software provided with this course makes review of the concepts fun through use of interactive games and audio pronunciation of the terms.

At the completion of this course you should be able to:

- Comprehend the core elements of veterinary medical terminology
- Identify the steps to analyze prefixes and suffixes
- Comprehend the function and structure of systems of the body
- Identify common anatomical terminology for various animals
- Recall terms to describe procedures performed on various systems of the body to treat injury and disease

Outline

Veterinary Medical Terminology Module 1
Introduction to Medical Terminology

- Anatomy of a Medical Term
- Prefixes & Suffixes
- Combining Vowels & Forms
- Analyzing Medical Terms
- General Pronunciation Guidelines

- Positions & Planes
- Grouping Things Together
- Labeling a Diagram
- The Skeletal System
- The Muscular System

Veterinary Medical Terminology Module 2
Common Anatomical Terms

- Two Words, Same Meaning
- Common Anatomical Terms for Equine
- Common Anatomical Terms for Cattle
- Common Anatomical Terms for Goats
- Common Anatomical Terms for Sheep
- Common Anatomical Terms for Swine
- Common Anatomical Terms for Dogs
- Common Anatomical Terms for Cats
- The Digestive System
- The Urinary System

Veterinary Medical Terminology Module 3
Body Systems - Part 1

- Function of the Cardiovascular System
- Structure of the Cardiovascular System
- Pathology & Procedures of the Cardiovascular System
- Function & Structure of the Respiratory System
- Pathology & Procedures of the Respiratory System
- Function & Structure of the Integumentary System
- Pathology & Procedures of the Integumentary System
- Function & Structure of the Endocrine System
- Pathology of the Endocrine System
- Procedures of the Endocrine System

Veterinary Medical Terminology Module 4
Body Systems - Part 2

- The Reproductive System
- The Estrous Cycle
- Mating, Pregnancy, and Birth
- The Nervous System
- Central Nervous System
- Peripheral Nervous System
- Function & Structure of the Eye
- Mechanism of Hearing
- Mechanism of Equilibrium
- Pathology & Procedures of the Ears

Veterinary Medical Terminology Module 5
Systems & Diseases

- The Hematologic System
- The Lymphatic System
- The Immune System
- Oncology
- Laboratory Terminology
- Pathogenic Organisms
- Types of Diseases
- Endoscopy
- Imaging Techniques
- Pharmacologic and Surgical Terms

Veterinary Medical Terminology Module 6
Dealing with Specific Animals

- Anatomy, Breeding, & Vaccinations
- Dogs & Cats
- Descriptive Terms
- Horses, Donkeys, Mules, and Ponies
- Terms for Unsoundness in Horses
- Ruminants: Cattle, Sheep, Goats, and Camelids
- Pigs and Swine Management Terms
- Birds, Poultry, and Pet Bird Terms
- Rodents, Ferrets, and Rabbits
- Reptiles and Amphibians

Materials Included:

- *An Illustrated Guide to Veterinary Medical Terminology* by Janet Amundson Romich

System Requirements:

Internet Access
- Broadband or high-speed internet access is required. Broadband includes DSL, cable, and wireless connections.
- Dial-Up internet connections will result in a diminished online experience. Moodle pages may load slowly and viewing large audio and video files may not be possible.

Hardware
- Windows hardware configurations and processors are acceptable
- Mac computers **MUST** have Microsoft Window Operating Systems over Bootcamp (Bootcamp is a free download from Apple's website)
- 1 GB RAM minimum recommended
- Operating Systems
  - Windows XP, Vista or 7 and Mac OS X 10 or higher with Windows
- Web Browsers
  - Google Chrome is highly recommended
  - Internet Explorer is not recommended as it may not display certain menus and links
- Cookies **MUST** be enabled
- Pop-ups **MUST** be allowed (Pop-up Blocker disabled)
- Kindle Reader App is needed for many of our courses (No special equipment needed. This can be downloaded onto your computer.)
- Adobe PDF Reader

- Media Plug-ins (These may be required depending on your course media.)
- Adobe Flash Player (Required for many of our career courses and ALL of our IT courses.)
- Adobe Acrobat Reader, Apple Quicktime, Windows Media Player, &/or Real Player
- PowerPoint Viewer (Use this if you don't have PowerPoint)

Outlines are subject to change, as courses and materials are updated.

Veterinary Assistant
270 Hours

<u>Overview</u>

Veterinary Assistant training can help you make a difference in the lives of animals and the people who love them. Our course prepare you for a rewarding career working as a veterinary assistant in a veterinary hospital, animal shelter, zoo, university or other environment that requires a background in animal sciences.

This course provides a well-rounded, complete approach to learning the skills required in the field of veterinary assisting. The course begins with basic skills such as veterinary medical terminology and office procedures, and progresses to more advanced skills such as nursing care and radiology. There are sections covering companion animals, large animals, and exotic animals. Clinical scenarios are provided in this course to help demonstrate application of the skills to real world practice.

At the completion of this course you should be able to:

- Comprehend the core elements of veterinary medical terminology and abbreviations
- Identify the steps to perform basic pet health care and maintenance
- Identify the steps to identify various breeds and species
- Comprehend systems of the animal body and their diseases
- Define common behavior and ways to prevent behavior problems

<u>Outline</u>

Veterinary Assistant Module 1
Practice Management and Client Relations

- Veterinary Medical Terminology
- Veterinary Abbreviations
- Medical Records
- Scheduling and Appointments
- Computer and Keyboarding Skills
- Veterinary Office Management
- Communication and Client Relations
- Veterinary Ethics and Legal Issues

Veterinary Assistant Module 2
Dogs, Cats, Avian & Pocket Pets

- Dog Breed Identification
- Cat Breed Identification
- Avian Breed Identification
- Pocket Pet Identification
- Veterinary Terminology
- Behavior & Basic Training
- Basic Health Care & Maintenance
- Common Diseases & Parasites
- Restraint & Handling

Veterinary Assistant Module 3
Rabbits, Reptiles, Fish, Wildlife & Cattle

- Rabbit Identification
- Reptile & Amphibian Breed Identification
- Ornamental Fish Identification
- Wildlife Management & Rehabilitation
- Zoo & Exotic Animals
- Laboratory Animal & Research Animal Management
- Beef & Dairy Cattle Breed Identification
- Veterinary Terminology
- Behavior & Basic Training
- Basic Health Care & Maintenance
- Common Diseases & Parasites
- Restraint & Handling

Veterinary Assistant Module 4
Equine, Swine, Sheep, Goats, & Poultry

- Equine Breed Identification
- Draft Animal Breed Identification
- Swine Breed Identification
- Sheep Breed Identification
- Goat Breed Identification
- Poultry Breed Identification
- Aquaculture Identification
- Veterinary Terminology
- Behavior & Basic Training
- Basic Health Care & Maintenance
- Common Diseases & Parasites
- Restraint & Handling

Veterinary Assistant Module 5
General Anatomy & Disease Processes, Part 1

- The Structure of Living Things
- The Musculoskeletal System
- The Digestive System
- The Circulatory System
- The Respiratory System
- The Endocrine System

- The Renal System

Veterinary Assistant Module 6
General Anatomy & Disease Processes, Part 2

- Reproductive System
- The Immune System
- The Nervous System
- The Sensory System
- Animal Nutrition
- Microbiology
- Parasitology as Disease Processes
- Treating Disease

Veterinary Assistant Module 7
Animal Behavior & Veterinary Safety

- Animal Behavior
- Common Behavior Problems
- Veterinary Restraint & Handling
- Restraint Equipment
- Veterinary Safety
- OSHA Guidelines & Regulations
- Veterinary Sanitation
- Aseptic Techniques

Veterinary Assistant Module 8
Clinical Procedures

- The Physical Examination
- The Patient History
- Examination Procedures
- Hospital Procedures
- Evaluating Emergency Situations
- Grooming Procedures
- Veterinary Assisting Procedures
- Administering Injections
- Socialization & Exercise of Patients

Veterinary Assistant Module 9
Laboratory, Radiology, Pharmacy, & Surgical

- Laboratory Procedures
- Veterinary Laboratory Equipment
- Radiology Procedures
- Radiation Safety
- Pharmacy Procedures
- Dispensing Medications
- Surgical Assisting Procedures
- Surgical Suite Maintenance

- Postoperative Patient Care

Required Materials:

- *An Illustrated Guide to Veterinary Medical Terminology* by Janet Amundson Romich
- *Veterinary Assisting Fundamentals & Applications* by Beth Vanhorn & Robert W. Clark

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