



## TASK LIST PROOF OF EXPERIENCE

*(Required for Eligibility Categories 2, 3, 4 and 5)*

\_\_\_\_\_ (Name of candidate) has applied to take the Registered Veterinary Technician examination, under Section 4832, Business and Professions Code. In order for a candidate to be eligible to sit for the examination, verification of the successful accomplishment of basic job related knowledge and skills is required.

For each category listed below, please check the appropriate box as it pertains to the candidate while under your supervision.

### 1. COMMUNICATION WITH CLIENTS/MEDICAL RECORDS

The candidate is able to establish an effective line of communication with the client to obtain pertinent information concerning the patient. The candidate has the ability to instruct clients concerning the home care required in order to promote and maintain the health of the patient and safety of the client.

- Acquire patient history
- Provide client information regarding preventive measures and routine care including:
  - A. Parasite control
  - B. Vaccination protocols
  - C. Administration of medication
  - D. Care of the bandages and orthopedic devices
  - E. Post-surgical care
  - F. Dental Care
- Maintain patient records in accordance with minimum standards

### 2. PATIENT EXAMINATIONS

The candidate has a knowledge of the basic parameters of animal health and can recognize the variations from normal.

- Determine and know normal values of TPR
- Auscultate heart and lungs using a stethoscope

### 3. EMERGENCY PROCEDURES

The candidate can recognize emergency situations and has a basic understanding of emergency treatment protocols.

- Recognize emergencies
- Observe or assist in cardiopulmonary resuscitation
- Place intravenous catheter
- Apply temporary bandages
- Institute hemostasis

### 4. LABORATORY PROCEDURES

The candidate can collect and prepare specimens and samples for diagnostic evaluation, can perform basic diagnostic tests, and can maintain laboratory equipment. \*

- Collect, prepare and properly submit and label specimens for diagnostic evaluations including:
  - a. hematology
  - b. cytology
  - c. urinalysis
  - d. microbiology
  - e. blood chemistry

*\*Please note: If the lab tests under item 4(B) below are not performed in the clinic, the veterinarian must still be able to verify that the candidate has demonstrated his/her ability to perform these tests.*

- Perform the following tests:
  - A. Complete blood count including:
    - 1. PCV
    - 2. Total protein
    - 3. Total white blood cell count
    - 4. Differential white blood cell count
    - 5. Red blood cell morphology
    - 6. Platelet estimate
  - B. Urinalysis including:
    - 1. Specific gravity
    - 2. Chemistries (dipstick)
    - 3. Evaluation of sediment
  - C. Fecal evaluation for endoparasites
  - D. Standard tests for heartworm (Dirofilaria)

## **5. DIAGNOSTIC IMAGING**

The candidate can produce diagnostic radiographs and other electronic images with acceptable safety protocols, patient positioning, exposure techniques and specialized procedures.

- Produce diagnostic radiographs and other electronic images
- Understand and implement acceptable safety protocols

## **6. SURGICAL ASSISTING**

The candidate can prepare and maintain the surgical environment in order to ensure an asepsis for both patient and personal safety. The candidate can assist in and has knowledge of specific job tasks related to surgical procedures.

- Implement knowledge of aseptic technique in preparation of instruments, patient and self (when acting as surgical assistant)
- Has assisted in and understands principles of application of splints and casts
- Has assisted in and has knowledge of techniques and patterns relevant to suturing of skin wounds

## **7. ANESTHESIA**

The candidate can assist in monitoring anesthesia for the patient to facilitate pain free diagnostic, treatment and surgical procedures.

- Has assisted in and has knowledge of procedures and risks associated with general anesthesia
- Has assisted in monitoring a patient under general anesthetic
- Perform endotracheal intubation
- Understands principals of safety for both patient and personnel

## **8. ANIMAL NURSING**

The candidate can perform basic nursing skills as required for the health and safety of the patient.

- Restrain patients
- Administer oral and parenteral medications
- Apply and maintain bandages
- Provides for basic physical and psychological needs of the patient

## **9. NUTRITION**

The candidate has knowledge of basic nutritional requirements of the animal patient.

- Assist in counseling clients regarding animal nutrition
- Feed patients according to nutritional requirements

## **10. DENTISTRY**

The candidate has knowledge of proper dental techniques in order to maintain the dental health of the patient and the safety of personnel.

- Gather data for the assessment of dental health
- Perform supragingival and subgingival scaling and polishing
- Has assisted in and has knowledge of techniques for dental extractions

**11. ANIMAL BEHAVIOR**

The candidate has knowledge of the normal behavior of the animal patients and can recognize abnormal behavior in order to provide for the safety and well being of the patient and personnel and to foster the human-animal bond between client and patient.

- Has knowledge, skills and ability to recognize normal vs. abnormal behavior and respond appropriately

**12. PHARMACY AND PHARMACOLOGY**

The candidate can handle pharmacological and biological agents in such a way as to ensure the safety of the patient, client and personnel, and efficacy of the product.

- Prepare and dispense medication
- Calculate dosages
- Recognize drug classification
- Recognize adverse reactions
- Knowledge of regulations regarding the safe handling of biohazardous materials

On the chart below, you must state the beginning and ending dates of employment and indicate the numbers of hours worked and the total months worked if full time or the total hours worked if part time. If a range of approximate number of hours is used, the lower number will be used to calculate work experience hours.

If experience was obtained at more than one location, a separate Task List must be submitted for each location by the applicable supervising veterinary.

BEGINNING DATE OF EMPLOYMENT	ENDING DATE OF EMPLOYMENT	FULL TIME	PART TIME
FROM (M/D/YR)	TO (M/D/YR)	# of hours per week: _____ Total <b>months</b> worked: _____	# of hours per week: _____ Total <b>hours</b> worked: _____
FROM (M/D/YR)	TO (M/D/YR)	# of hours per week: _____ Total <b>months</b> worked: _____	# of hours per week: _____ Total <b>hours</b> worked: _____

NAME OF SUPERVISING VETERINARIAN: \_\_\_\_\_

TITLE: \_\_\_\_\_

CALIF. VET LICENSE #: \_\_\_\_\_ OTHER STATE VET LICENSE #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
Street City State Zip

PHONE NUMBER OF SUPERVISING VETERINARIAN: \_\_\_\_\_

I certify that the statements made above are true to the best of my knowledge and belief.

\_\_\_\_\_  
SIGNATURE OF SUPERVISING VETERINARIAN DATE

Information provided will be used to determine eligibility for approval and/or registration. Authority which authorizes the maintenance of this information: Section 4841.5 and 4842 of the Business and Professions Code. Failure to provide the requested information will result in the application being rejected as incomplete. All information is mandatory.