

RESIDENCY IN SMALL ANIMAL INTERNAL MEDICINE

**Louisiana State University
School of Veterinary Medicine
Department of Veterinary Clinical Sciences
Veterinary Teaching Hospital**

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**RESIDENCY PROGRAM
IN
SMALL ANIMAL INTERNAL MEDICINE**

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1.0 INTRODUCTION

1.1. The small animal medicine residency at Louisiana State University, School of Veterinary Medicine (SVM) is designed to provide three years of post-DVM training in small animal internal medicine. The residency will fulfill the training requirements and partially fulfill the requirements for certification by the American College of Veterinary Internal Medicine. The training program will utilize faculty of the Department of Veterinary Clinical Sciences (VCS) and other participating departments as mentors. Clinical facilities of the Veterinary Teaching Hospital (VTH) will be the primary training location.

2.0 OBJECTIVES

- 2.1. To provide advanced training in clinical problem solving and diagnostic and therapeutic techniques in small animal internal medicine.
- 2.2. To provide didactic and tutorial teaching training and experience.
- 2.3. To satisfy the training requirements set forth by the American College of Veterinary Internal Medicine (ACVIM).
- 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 provide opportunity to participate in graduate level courses that support and strengthen the clinical training program.
- 2.8. To provide opportunity to become familiar with areas of parallel interest in human internal medicine.

3.0 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.
- 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 Internal Medicine in the Specialty of Small Animal Internal Medicine.

4.0 FACULTY MENTOR

- 4.1. The resident will be assigned to a faculty mentor who has diplomate status in the ACVIM, Specialty of Small Animal Internal Medicine. The responsibilities of the mentor include the direction and coordination of the clinical program, advise on research, publications, and preparation for Specialty Board examinations, and general counseling.

5.0 HOUSE OFFICER ROUNDS AND SEMINAR PROGRAM

- 5.1. 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).
- 5.2. The House Officer Seminar series is designed to provide the resident with the opportunity to research and present scientific information to professional colleagues.
- 5.3. 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.
- 5.4. It is encouraged that the resident strive to choose topics and produce a manuscript for publication based on the seminar topic.
- 5.5. One seminar topic will relate to original research conducted by the resident.
- 5.6. Attendance: The resident is required to attend and participate in the following: VMED 7001 (VCS Seminar), Grand Rounds, House Officer Rounds, other seminars that are requirements of the resident's home department and/or section.

5.6.1. VCS HO Rounds/Seminar Policy

- 5.6.1.1.** 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.
- 5.6.1.2.** Attendance will be taken at the beginning of each session.
- 5.6.1.3.** 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.
- 5.6.1.4.** 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.

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 his/her mentor.

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 Internal Medicine in the Specialty of Small Animal Internal Medicine.
- 7.2.** In order to qualify for examination the resident should refer to the published requirements of the ACVIM. They can be found in the general information guide published by the ACVIM (<http://www.acvim.org>)
- 7.3.** It is solely the responsibility of the resident to timely submit any material and fees required by the college for registration for board examinations.

8.0 CLINICAL PROGRAM

The resident's program will follow the Phase II professional teaching schedule, which is comprised of 12 blocks.

8.1. Year I Resident's Program

- 8.1.1.** The resident will be assigned for 10 of 12 blocks on rotation with Small Animal Medicine, Cardiology, or Oncology faculty members (ACVIM diplomates) teaching in the VTH. Cases will be assigned to the resident from both the general and referral practices at the discretion of the faculty mentor. The resident will be assigned for one half block each to the radiology service for radiology and ultrasound training, and to the clinical pathology service for cytology training. One block of off-clinic time will be assigned, and will be utilized for scholarly activity (research proposal preparation, seminar preparation, publication).
- 8.1.2.** The resident will function as a veterinary internist in the VTH with direct supervision and guidance from faculty in the diagnosis, treatment, and care of medical cases. The goal of this training will be to develop problem oriented skills in veterinary internal medicine and to develop familiarity in each of the various subspecialties of internal medicine.
- 8.1.3.** The resident will participate in the instruction of Phase II students and interns. Participation in SVM student laboratories will be assigned by faculty mentors.
- 8.1.4.** The resident will participate in house officer rounds, service rounds, journal club, special topic conferences, seminars, and other scheduled conferences of the VTH. The resident will attend other scheduled seminars in the SVM as time permits.
- 8.1.5.** The resident will present 1 seminar (to faculty and house officers) on a topic of interest to the resident.
- 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 ACVIM within 90 days of beginning the program at LSU.
- 8.1.8.** The resident is encouraged to prepare a research proposal; review it with his/her faculty mentor, and submit it for funding consideration.

- 8.1.9. The resident may attend rounds and seminars at local human hospitals, LSU Medical College unit, as time permits.
- 8.1.10. The resident may, with the approval of the resident's advisor and the medicine faculty, participate in clinically relevant graduate courses. Course work must not interfere with the clinical and instructional responsibilities of the resident.

8.2. Year II Resident's Program

- 8.2.1. The resident will be assigned for 9 of 12 blocks on rotation with Small Animal Medicine, Cardiology, or Oncology faculty members (ACVIM diplomates) teaching in the VTH. The resident will be assigned to the radiology service for one half block of radiology and ultrasound training. One and one half block will be scheduled for scholarly activity or outside rotation. One block will be scheduled for board preparation time just prior to the ACVIM meeting (if the resident is not taking the general examination, this block will be scheduled as clinical rotation time with Medicine Faculty instead).
- 8.2.2. See 8.1.2 through 8.1.6, 8.1.9 through 8.1.10
- 8.2.3. The resident should make application for sitting the ACVIM general exam and submit credentials prior to the October 1 application deadline.
- 8.2.4. The resident will begin or continue the research project
- 8.2.5. The resident is required to give at least 1 hour of didactic instruction in courses offered to veterinary students.
- 8.2.6. The resident may attend one major professional meeting during the 2nd year of the program (expected to be the ACVIM Forum for most residents) with the advice and approval of his/her faculty mentor and the small animal medicine faculty. Expenses will be paid by the resident. The meeting must be scheduled during a nonclinical block.

8.3. Year III Resident's Program

- 8.3.1. The resident will be assigned for 7 of 12 blocks on rotation with Small Animal Medicine, Cardiology, or Oncology faculty members (ACVIM diplomates) teaching in the VTH. The resident will be assigned to the radiology service for one half block. One and a half blocks will be scheduled for research and scholarly activities, and two blocks will be scheduled for board preparation prior to the ACVIM meeting (if the resident is not taking the certifying examination, one of these blocks will be scheduled as clinical rotation time with Medicine Faculty instead). One block will be

scheduled as elective time, which may be used for an out-rotation (see under 8.4), elective clinical rotations in the VTH, or research activities.

- 8.3.2.** See 8.1.2 through 8.1.6, 8.1.9 through 8.1.10
- 8.3.3.** If the general examination is passed, the resident should make application for the ACVIM certifying examination and submit credentials prior to the October 1 application deadline. The same applies for any part of the general exam that must be repeated at the end of year three
- 8.3.4.** The resident will continue and complete the research project
- 8.3.5.** The resident will submit one manuscript suitable for publication to their mentor and the House Officer Chair by June 1.
- 8.3.6.** The resident is required to give at least 1 hour of didactic instruction in courses offered to veterinary students.
- 8.3.7.** The resident may attend one major professional meeting during the 3rd year of the program (expected to be the ACVIM Forum for most residents) with the advice and approval of his/her faculty mentor and the small animal medicine faculty. Expenses will be paid by the resident. The meeting must be scheduled during a nonclinical block.

8.4. Outside Rotations away from LSU

- 8.4.1.** Outside rotations can be valuable to a resident in giving them an opportunity to gain knowledge in an area that is not offered at LSU. It is also a way for the resident to see alternative approaches to a problem. We encourage the resident to spend a full or half block away from LSU in pursuit of this training during the residency.
- 8.4.2.** The arrangements for the outside rotation are left up to the resident but the plan must be approved in advance by the resident's mentor and the medicine faculty.
- 8.4.3.** The following requirements must be met by the resident during or upon return from an outside rotation: a case log must be kept, an evaluation of the resident must be submitted by the primary mentor involved in the outside rotation, and the resident must submit a written evaluation of the outside rotation to the small animal medicine faculty.

9.0 RESEARCH PROJECT

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. Publication of these results in a refereed journal is strongly encouraged

10.0 GRADUATE PROGRAM

Not applicable

11.0 ADDITIONAL OBJECTIVES

Not applicable

12.0 EVALUATION AND REAPPOINTMENT

- 12.1. An evaluation will be provided by the block mentor at the end of each assigned block through the E*Value software. A summary evaluation will be made quarterly by the faculty in conjunction with the resident's advisor. The evaluation covers:
 - 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 protocol.
 - 12.1.3. Personal characteristics; to include responsibility, initiative, interaction with faculty, staff and students, department and leadership.
- 12.2. The resident and mentor will meet on a quarterly basis to discuss progress and block evaluations
- 12.3. At any time in the resident's program, and at the latest in March of each year, the House Office Committee will review all evaluations to date.

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 until the next review
 - 12.3.2.** Award a 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.** All House Officers are required to complete an annual evaluation of their program with suggestions for improvement before continuation or completion of their program is granted.

13.0 HOUSE OFFICER COMMITTEE

- 13.1.** The Committee is comprised of a representative of each House Officer program. It is responsible for the year-end review of each house officer's progress. This review is based on block evaluations received throughout the course of the program. The Committee grants recommendation for reappointment or a certificate to those who successfully complete the program.
- 13.2.** All House Officers are required to complete an annual evaluation of their program with suggestions for improvement before continuation or completion of their program is granted.

14.0 EMPLOYMENT AND BENEFITS

- 14.1.** Louisiana State University classifies interns and residents as University employees. As such, they (and their eligible dependents) qualify for the Louisiana State University Baton Rouge health insurance and benefits. The School of Veterinary Medicine 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 via direct deposit. Retirement contributions are required and withheld from each paycheck. No social security tax is withheld. Federal and state income tax is withheld. The employee may be eligible to petition the IRS for exemption from federal tax on part of his/her salary.
- 14.2.** The Veterinary Teaching Hospital operates year round. House officers will share emergency duty with other house officers within their specialty. House Officers will also share evening, weekend and holiday duty on a scheduled basis.

- 14.3.** The University offers accrual of annual time off following either the University accrual rate (14 hours/month with a maximum accumulation of 176 hours) or the Civil Service Schedule rate (8 hours/month with no maximum accumulation). Sick time off accrual is 8 hours/month. All time off, except for illness and emergencies, should be requested and approved 30 days in advance. Time off requests must be entered into Workday (via the employee's MyLSU account) by the employee and approved by the supervisor before time off will be granted. Annual time off will be granted on an individual basis taking into account the reason for the requested absence and the needs of the service and hospital. Annual time off 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 House Officer is assigned as soon as the House Officer learns that he/she will be absent. The official request should be entered into Workday upon the House Officer's return. Except in unusual circumstances, approval will not be granted for time off during the final month of the program.
- 14.4.** Reappointment to the second and third years of the residency program is contingent upon satisfactory completion of the previous year's requirements.

15.0 APPLICATION

- 15.1.** Candidates may apply for the Residency in Small Animal Internal Medicine by submitting:
- 1) A standard residency application through www.virmp.org
 - 2) A statement of residency objectives and subsequent career goals.
 - 3) Official academic transcripts.
 - 4) Three letters of reference from individuals currently familiar with the applicant's professional status.
 - 5) A curriculum vitae

16.0 APPENDICES

16.1. HOUSE OFFICER ROUNDS EVALUATION FORM

House Officer: _____ Date: _____

Evaluator: _____

	<u>Evaluation</u> E=Excellent G=Good N=Needs Improvement	<u>Comments</u>
Case Selection		
Complexity of case		
Appropriate 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 and enthusiasm		
Questions handled appropriately		

Additional Comments:

16.2. VCS SEMINAR EVALUATION FORM

Presenter: _____ Date: _____

Audience: _____

Title/Topic: _____

Evaluation Criteria:

	Points	Evaluation
Definition of subject: introduction, importance, clinical significance	0-5	
Organization	0-10	
Quality of material	0-10	
Presence: speaking ability		
Clarity	0-10	
Rate of delivery	0-10	
Enthusiasm, expressiveness	0-10	
Support Materials		
Handouts, manuscript	0-15	
Visual aids	0-5	
Appropriate Summary	0-5	
Presentation consistent with audience level	0-10	
Questions/discussion handled appropriately	0-10	
	Total	

Comments:

Evaluator: _____

16.4. HOUSE OFFICER BLOCK EVALUATION FORM (E-Value)

<u>House Officer Evaluation Form in E-Value</u>	Needs Improvement	Satisfactory	Good	Excellent	Not Applicable
Professional Ability					
Theoretical Knowledge					
Knowledge Application					
Skills					
Patient Care					
Thoroughness					
Individual Characteristics					
Communication with clinicians					
Communication with students					
Communication with staff					
Independent study & initiative					
Awareness of current literature					
Contribution to student education					
Performance under stress					
Ability to accept criticism					
Organizational skills					
Ability to work in a team					
Reliability					
Motivation					
Attendance at seminars & rounds					
Presentation at seminars & rounds					
Ability to make independent decisions					
Hospital Service					
Completion of duties					
Quality of work					
Emergency services duty					
Communication with veterinarians					
Client communication					
Referral letters & record keeping					
Acceptance of service & case responsibility					
Adherence to VTH protocol					
Strengths:					
Areas for Improvement:					