

Dear Doctor:

The Portland Community College Veterinary Technology program requires all applicants to observe 40 hours in a veterinary clinic or hospital for eligibility for admission to the program. The purpose is to introduce the applicant to the Veterinary Technology profession, and to allow that person to observe the activities of veterinary hospitals so that he/she will be able to decide if this is truly the occupational training he/she desires.

We request that you allow these students to observe the 40 hours in your hospital. We are only requesting that they observe and *not* do actual work so that there will be no problem for you in terms of liability relative to your patients and/or the person observing. If the prospective applicant is or has been an employee of yours and has met the requirement for observation and discussion listed on the "Task Observation Form" (see reverse side), then just fill out the form and return it to the applicant.

We greatly appreciate any effort you make to accommodate these request for observation. Both the program's faculty and our advisory committee feel this experience will be extremely valuable for the applicants and will, in the end, strengthen our program.

Thank you.

Sincerely,

Brad Krohn, DVM  
Department Chair  
Veterinary Technology program

## **TASK OBSERVATION FORM**

**Task to Observe:**

**Check** ✓

1. Minor surgical procedures (example: abscess drainage)
2. Major surgical procedures (example: ovariohysterectomy)
3. Office procedures (example: daily cash chart)
4. Client interaction (example: history taking)
5. Kennel or stall clean-up (example: cage clean-up)
6. Animal Medicating: (example: pilling and/or injecting a cat)
7. Euthanasia, if possible (not an absolute requirement)
8. Instrument clean-up
9. Laboratory work -looking through a microscope: (example: fecal analysis)
10. Various other treatment procedures: (example: expressing anal sacs, enemas)

**Topics to be Discussed:**

1. Anticipated wages of a veterinary technician
2. Working hours for veterinary technicians
3. Benefits anticipated, such as paid vacations, health insurance, etc.
4. Rewards of being a veterinary technician
5. Problems associated with being a veterinary technician

*Signature of Veterinarian Date*

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*Name of Veterinary Hospital*

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