

Direct Observation

Suggestions for obtaining your hours:

- Contact the facility by phone or preferably in person to schedule an appointment.
- *Clearly identify yourself as a student applying to the PCC Veterinary Technology program.* Emphasize “employment” when negotiating your position to fulfill this requirement. Avoid the terms “volunteer” and “observation” to differentiate yourself from non-professional interests.
- Speak with the Lead Veterinary Technician, the Hospital DVM Owner, or the Practice Manager to arrange your on-site hours.
- Bring the direct observation letter and form below with you for the veterinarian and staff to review at your observation appointment.
- Use more than one direct observation form if you observe at more than one location.
- Remember, the veterinarian and staff of the facility are helping you. Please be considerate of their time and policies while in their facility. Some hospitals and clinics will only let you observe, without any actual hands-on experience with the patients due to legal /insurance issues.
- At the site, try to focus on the job duties being performed by the Certified Veterinary Technician. Ask yourself: “Are these the responsibilities that I would like to have?”
- If you are currently employed as a veterinary assistant, your previous work experience will fulfill this direct observation requirement but the Direct Observation Form must still be completed and submitted with your application.

Direct Observation Letter

To Whom It May Concern,

The Portland Community College Veterinary Technology program requires all applicants to observe at least 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 respectfully 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 currently or formerly an employee of yours and has met the requirements for observation and discussion listed on the attached "Direct Observation Form", then simply fill out the form and return it to the applicant.

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

Sincerely,

Ragan Borzcik, DVM
Department Chair
Veterinary Technology Program
Portland Community College

Direct Observation Form

Check when completed	Tasks to be Observed
<input type="checkbox"/>	Minor surgical procedures (e.g. abscess drainage)
<input type="checkbox"/>	Major surgical procedures (e.g. ovariohysterectomy)
<input type="checkbox"/>	Office procedures (e.g. daily cash chart)
<input type="checkbox"/>	Client interaction (e.g. history taking, discharge instructions)
<input type="checkbox"/>	Kennel or stall clean-up (e.g. cage clean-up)
<input type="checkbox"/>	Animal Medicating: (e.g. pilling and/or injecting a cat)
<input type="checkbox"/>	Euthanasia, if possible (not an absolute requirement)
	Instrument clean-up
	Laboratory work such as looking through a microscope: (e.g. fecal analysis)
	Various other treatment procedures: (e.g. expressing anal sacs, enemas)
	Suggested Topics of Discussion
	Anticipated wages of a Certified Veterinary Technician
	Working hours for Certified Veterinary Technicians
	Employment benefits anticipated, such as paid vacation, health insurance, etc
	Rewards of being a Certified Veterinary Technician
	Challenges associated with being a Certified Veterinary Technician

Signature of DVM or CVT and Hospital Name

Date