

**THE CENTER FOR CAREER AND TECHNOLOGY EDUCATION**

***Course Syllabus 2020-2021***

<b><u>EPISD Course Title:</u></b>	<i>Junior Year- Veterinary Assistant 1</i>
<b><u>EPISD Course Number:</u></b>	<i>HT3H0QY1-Anatomy &amp; Physiology (prerequisite: Biology and 2<sup>nd</sup> Science)</i> <i>HT2A20SH- Equine Science (prerequisite: NONE)</i> <i>HT400Y2- Principles of Agriculture (prerequisite: NONE)</i> <i>HT2A40SH- Small Animal Management (prerequisite: NONE)</i> <i>HT3A5051-Veterinary Medical Applications (prerequisite: Small Animal Management and or Equine Science)</i>
<b><u>EPISD Course Description:</u></b>	<i>This program provides training in the Veterinary Assistant field. The students will experience hands-on work with various small, companion animals. The first year of the program includes: Animal Handling and Restraint, Health &amp; Safety, CPR, Surgical Preparation, Comparative Anatomy and Physiology, Veterinary Medical Terminology, Infectious Diseases and Vaccinations, Identification of veterinary instruments and equipment, Veterinary Laws and Ethics, Veterinary Office Procedures and the opportunity to participate in FFA and HOSA.</i>
<b><u>CCTE Instructor:</u></b>	<i>Dr. Dominique Nehring &amp; Mr. Ricky Pendell</i>
<b><u>CCTE Instructor Contact Information:</u></b>	<i>Email: <a href="mailto:dnehring@episd.org">dnehring@episd.org</a> and <a href="mailto:ricky.pendell@episd.org">ricky.pendell@episd.org</a></i> <i>Phone: 915-236-7900</i> <i>Cell:</i> <i>Office Hours (Conference Time) 12:10-12:55 pm OR by appointment</i> <i>Twitter: @CCTE_AgVetTech1</i> <i>Website: <a href="https://www.episd.org/Page/3358">https://www.episd.org/Page/3358</a> OR</i> <i><a href="http://domnehring.wixsite.com/cctevettech">http://domnehring.wixsite.com/cctevettech</a></i>

## Program Overview

### *Veterinary Assistant I*

#### **1st Grading Period (1st 9 Weeks):**

##### Standards Covered:

##### **Anatomy & Physiology**

##### **Week 1- Intro to Comparative Anatomy & Physiology**

- Directional Terms

##### **Week 2- Intro to Comparative Anatomy & Physiology**

- Direction Terms

##### **Week 3,4 & 5- Veterinary Medical Terminology & Abbreviations**

- Latin prefixes, suffixes, and roots
- Pronounce, spell and define

##### **Week 6 & 7- Introduction to Cellular Biology**

- Cellular Anatomy
- Cellular Reactions
- Cellular Transport Systems
- Intro to Tissues

##### **Week 8- Midterm Review**

##### **Week 9- Midterm Exam**

##### **Equine Science (Mr. Pendell)**

##### **Week 1- Horses and Society/ Horse Ownership**

##### **Weeks 2-4- Selection of Horses**

- Determining Age of Horses
- Colors and Markings
- Conformation
- Breeds of Horses
- Blemishes and Unsoundness of Horses

##### **Week 5-The Equine Digestive System**

##### **Week 6-Nutrition, Rations and Feeding Horses**

##### **Week 7- Vital Signs and First Aid of Horses**

##### **Week 8- Equine Dental**

##### **Week 9- Parasites of horses**

#### **2nd Grading Period (2nd 9 Weeks):**

##### Standards Covered:

##### **Anatomy & Physiology**

##### **Week 1 & 2- Microscopy**

- Basic structure
- Proper usage

##### **Week 12 & 13- Comparative Anatomy & Physiology**

- System 1- Skeletal

##### **Week 14 & 15- Comparative Anatomy & Physiology**

- System 2- Cardiology

##### **Week 16- Comparative Anatomy & Physiology**

- System 1- Skeletal
- System 2- Cardiology

##### **Week 17- Exam Review**

##### **Week 18- Comprehensive Exam**

##### **Equine Science (Mr. Pendell)**

##### **Week 10- Diseases of Horses**

##### **Week 11- Grooming of Horses**

##### **Week 12- Tack**

##### **Week 13- Facilities, Equipment (other than tack)**

##### **Week 14- Catching & Haltering Horses, Restraint**

##### **Week 15- Loading and Trailering Horses**

##### **Week 16- Saddling, Bridling and Riding Horses**

##### **Week 17- Final Exam Review**

##### **Week 18- Comprehensive Final Exam**

<p><b><u>Principles of Agriculture (Mr. Pendell)</u></b></p> <p><b>Week 1- Agriculture and Society</b></p> <ul style="list-style-type: none"> <li>• Agriculture's Impact on Society</li> <li>• History of Agriculture, Food Systems, and Natural Resources</li> <li>• Future of Agriculture, Food Systems, and Natural Resources Management</li> </ul> <p><b>Week 2-8 Leadership in Agriculture (FFA)</b></p> <ul style="list-style-type: none"> <li>• Leadership In Agriculture FFA, SAE, LDE, CDE</li> <li>• FFA Creed And Traditions</li> <li>• Parliamentary Procedure</li> </ul> <p><b>Weeks 9-13- Large Animal Production</b></p> <ul style="list-style-type: none"> <li>• Beef Industry</li> <li>• Dairy Industry</li> <li>• Goat and Sheep Industries</li> <li>• Poultry Industry</li> <li>• Swine Industry</li> </ul> <p><b>Week 14-Environmental Systems Impacting Agriculture</b></p> <ul style="list-style-type: none"> <li>• Ecosystems</li> <li>• Ecological Cycles</li> <li>• The Influence of Climate on Agriculture</li> <li>• Animals, Plants, and Geography</li> </ul> <p><b>Week 15- Soil and Water Management</b></p> <ul style="list-style-type: none"> <li>• History of Conservation in the United States</li> <li>• Soil Formation and Properties</li> <li>• Hydrological Cycles</li> <li>• Water Quality</li> <li>• Conservation Practices in Agriculture</li> </ul> <p><b>Week 16 -Natural Resources and Recreation</b></p> <ul style="list-style-type: none"> <li>• Outdoor Recreation</li> <li>• Wildlife Management</li> <li>• Stewardship of Natural Resources</li> </ul> <p><b>Weeks 17-18- Review and Testing Periods</b></p> <p><b><u>Small Animal Management</u></b></p> <p><b>Week 1 &amp; 2- Responsibilities of Owning a Pet</b></p> <ul style="list-style-type: none"> <li>• Benefits of small animal ownership</li> <li>• Domestication and use of small animals</li> </ul> <p><b>Week 3 &amp; 4- Animal Behavior</b></p> <p><b>Week 5-7- Proper Animal Restraint</b></p> <ul style="list-style-type: none"> <li>• Practice common methods of handling each species studied</li> </ul>	<p><b><u>Small Animal Management</u></b></p> <p><b>Week 10- Safety in the Workplace</b></p> <ul style="list-style-type: none"> <li>• Safety and Sanitation</li> <li>• Animal Behavior</li> </ul> <p><b>Week 11-16 Common Animal Breeds</b></p> <ul style="list-style-type: none"> <li>• Canine</li> <li>• Feline</li> <li>• Pocket Pets</li> <li>• Rabbits</li> <li>• Reptiles</li> </ul> <p><b>Week 12 &amp; 13- Introduction to Grooming</b></p> <ul style="list-style-type: none"> <li>• Office Procedures</li> <li>• Grooming Tools</li> <li>• Grooming Procedures</li> </ul> <p><b>Week 14- Nutrition and Health Management</b></p> <ul style="list-style-type: none"> <li>• Factors that influence the health of animals</li> <li>• characteristics and signs of a healthy animal</li> <li>• physical examinations</li> </ul> <p><b>Week 15- Animal Right &amp; Welfare</b></p> <p><b>Week 16- Human Animal Bond</b></p> <p><b>Week 17- Exam Review</b></p> <p><b>Week 18- Comprehensive Final Exam</b></p> <p><b><u>Soft Skills</u></b></p> <ul style="list-style-type: none"> <li>• <b>October-</b> Ethics &amp; Professionalism</li> <li>• <b>November-</b> Problem Solving/Discovering Yourself</li> <li>• <b>December-</b> Problem Solving/Discovering Yourself</li> </ul> <p><b><u>Standards Delivered/Assessed:</u></b></p> <p><i>The student determines nutritional requirements for ruminant and non-ruminant animals. The student evaluates an animal's health during a clinical examination. The student evaluates animal diseases and identifies internal, external, and protozoal parasites. The student researches current topics in veterinary medicine. The student communicates the importance of medical terminology. Student identifies animal pests and</i></p>
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<ul style="list-style-type: none"> <li>• Sternal and Lateral Recumbency</li> <li>• For Physical Exam</li> <li>• For Blood Draw &amp; other Clinical Procedures</li> </ul> <p><b>Week 8- Exam Review</b></p> <p><b>Week 9- Exam</b></p> <p><b><u>Soft Skills</u></b></p> <ul style="list-style-type: none"> <li>• <b>August-</b> New Student &amp; DC Orientation</li> <li>• <b>September-</b> Professionalism</li> <li>• <b>October-</b> Problem Solving</li> <li>• <b>November-</b> Teamwork</li> </ul> <p><b><u>Standards Delivered/Assessed:</u></b></p> <p><i>Students will acquire knowledge and skills related to small animals and the small animal management industry. Students will demonstrate professional standards/employability skills as required by business and industry. Student describes the importance of responsible small animal ownership. The student explores the area of animal management as it relates to animal identification, animal characteristics, and behavioral temperament. The student investigates the body systems and gains a working knowledge of each system's purpose and functions and how each system is affected by disease. Student analyzes equine science as it relates to the selection of horses. Students will know how to provide proper nutrition. Student will be able to describe the anatomy and physiology of horses, including the skeletal, muscular, respiratory, reproductive, and circulatory systems; and explain methods of maintaining horse health and soundness.</i></p>	<p><i>diseases and methods of control. Student compares and contrasts issues affecting the equine industry.</i></p>
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## Program Overview

### *Veterinary Assistant I*

#### **3<sup>rd</sup> Grading Period (3rd 9 Weeks):**

##### Standards Covered:

##### **Anatomy & Physiology**

##### **Week 1- 5- Comparative Anatomy & Physiology**

- System 3- Muscular

##### **Week 6 & 7- Comparative Anatomy & Physiology**

- System 4- Respiratory

##### **Week 8- Exam Review**

##### **Week 9- Exam**

##### **Principles of Agriculture**

##### **Week 1-9 FFA CDE**

- Entomology
- Veterinary Science
- Poultry Judging

##### **Veterinary Medical Applications**

##### **Week 1 & 2- Veterinary Medical Equipment**

- Surgical Tools/ Proper Care and Maintenance

##### **Week 3- Veterinary Medical Equipment**

- Surgical Packs

##### **Week 4 & 5- Veterinary Medical Equipment**

- Surgical Packs
- Monitoring Equipment

##### **Week 6 & 7- Microbiology & Parasitology**

- Review Microscope
- Types of Microorganisms
- Parasitology

##### **Week 8- Exam Review**

##### **Week 9- Exam**

#### **4th Grading Period (4th 9 Weeks):**

##### Standards Covered:

##### **Anatomy & Physiology**

##### **Week 10 & 11- Comparative Anatomy & Physiology**

- System 5- Digestive

##### **Week 12- Comparative Anatomy & Physiology**

- System 6- Reproduction

##### **Week 13- Comparative Anatomy & Physiology**

- System 7- Excretory

##### **Week 14- Comparative Anatomy & Physiology**

- System 8- Endocrine

##### **Week 15- Comparative Anatomy & Physiology**

- System 9- Immune

##### **Week 16- Comparative Anatomy & Physiology**

- System 10- Nervous

##### **Week 17- Exam Review**

##### **Week 18- Comprehensive Exam**

##### **Principles of Agriculture**

##### **Week 10-18 FFA CDE's**

- Entomology
- Veterinary Science
- Poultry Judging

##### **Veterinary Medical Applications**

##### **Week 10- Veterinary Math Applications**

- Determine weight and volume measurements
- Word problems
- Calculate/prepare chemical concentrations

##### **Week 11 & 12- Veterinary Pharmacology**

- Identify medications
- Calculate dosage
- Complete a prescription label

<p><b><u>Soft Skills</u></b></p> <ul style="list-style-type: none"> <li>• <b>January-</b> Communication Skills &amp; Verbal/Nonverbal Communication</li> </ul> <p><b><u>FFA Community Service</u></b></p> <ul style="list-style-type: none"> <li>• Kidz, Kowz &amp; More</li> <li>• Los Compadres Horse Therapy</li> </ul> <p><b><u>Standards Delivered/Assessed:</u></b> <i>The student performs mathematical calculations used in veterinary medicine. The student develops a supervised agriculture experience program. The student investigates the body systems and gains a working knowledge of each system's purpose and functions and how each system is affected by disease.</i></p>	<p><b>Week 13 &amp; 14- Aseptic Techniques &amp; Surgical Assisting</b></p> <ul style="list-style-type: none"> <li>• Surgical Prep</li> <li>• Intubation</li> <li>• Fluid Therapy</li> </ul> <p><b>Week 15 &amp; 16- Clinical Lab Procedures</b></p> <ul style="list-style-type: none"> <li>• Blood Draw</li> <li>• CBC/CHEM</li> <li>• Fecal Exam</li> <li>• FIV/FelV</li> <li>• Giardia</li> <li>• HWT</li> <li>• Parvo</li> <li>• PCV</li> <li>• UA</li> <li>• Vaccinations</li> </ul> <p><b>Week 17- Exam Review</b></p> <p><b>Week 18- Exam</b></p> <p><b><u>Soft Skills</u></b></p> <ul style="list-style-type: none"> <li>• <b>March-</b> Verbal Communication/Memory</li> <li>• <b>April-</b> Written Communication/Notes/Tests</li> </ul> <p><b><u>Standards Delivered/Assessed:</u></b> <i>The student identifies and discusses surgical-assisting procedures, skills, and objectives. The student examines various aspects of clinical hematology. The student identifies hospital procedures, skills, and objectives.</i></p>
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### **ACADEMIC FOUNDATIONS**

<b>Grading Scale</b>	
$100 - 90 = A$	
$89 - 80 = B$	
$79 - 70 = C$	
$69 - 0 = F$	

<b>Grading Breakdown:</b>			
Within a Nine Week Period		For the Semester	
<b>Content Engagement:</b> Uniforms & Dress code	5%	NW1 (Summative)	45%
<b>Content Engagement:</b> Participation & Daily Work (Formative)	15%	NW2 (Summative)	45%
<b>Content Understanding:</b> Section quizzes & Labs (Formative)	40%	Semester Exam (Summative)	10%
<b>Content Mastery:</b> Tests & Final Evaluations (Summative)	40%		

### **ACADEMIC DISHONESTY**

<b>Consequences for Cheating / Plagiarism:</b>	
Private Teacher / Student Conference and Call to Parent/Guardian	
• 1 <sup>st</sup> Infraction - Revised assignment after parent contact	
• 2 <sup>nd</sup> Infraction - Invalidation of Grade (0) and referral to CCTE Administrative Team	

### **ACADEMIC WORK (Redo's)**

<b>Guidelines for Redoing Work</b>
<p><b><i>For All Activities:</i></b></p> <p>A student shall be allowed to redo assignments/tests where a grade of 70 percent was not earned. Retake opportunities must be offered by the teacher after the grade is posted. Remediation shall be encouraged before a student is allowed to redo any assignment/test that has resulted in a failing grade.</p> <p>The redo assignment/test must cover the same TEKS as the assignment/test where the student scored less than a 70 percent but does not have to be the same assignment/test.</p> <p>Teachers shall allow a student up to two additional attempts to ensure that the student achieves a passing score of 70 percent on one of the attempts. The <b>average</b> of the attempts shall be recorded in the gradebook as the final grade for the assignment/test.</p> <p><b><i>(Excerpt taken from EIA/Local)</i></b></p>

### **ACADEMIC WORK (Make Up Due to Absence)**

#### **Guidelines for Making Up Work**

Students shall be permitted to make up assignments/tests after absences, including approved school-related absences. Students shall be allowed one day for each day absent to make up work and receive full credit.

*(Excerpt taken from EIA/Local)*

### **ACADEMIC Interventions**

#### **Anytime a student's grade drops a full letter grade or begins to fail a course**

- Call Parent Immediately/ Schedule a PTC
- Contact CCTE **Counselor Immediately** for assistance
- Contact CCTE **Administrator Immediately** for assistance

### **ACADEMIC Review**

#### **CCTE's Student Performance Review Committee will meet after each 9 WK Grading Period**

- Discuss student issues & intervention options
- (Review Attendance / Discipline / Work Ethic / Placement)
- (9 Week Review) CCTE Administrative Team will review outcomes for additional changes

### **Program Provided Resources:**

1. *Veterinary Assisting Fundamentals & Applications Textbook & VitalSource eBook*
2. *Online instruction resources through iCEV*
3. *Online instruction resources through ACT (Animal Care Technologies)*
4. *Certified Veterinary Assistant Manual*
5. *Breed Identification Textbooks*
6. *Veterinary Instruments & Equipment Pocket Guide by Sonsthagen*
7. *FFA Handbook*
8. *Online record book through AET*

### **Student Required Resources:**

1. *Student issued laptop*
2. *3 ring binder with dividers*
3. *Notecards*
4. *Scrubs- can be purchased at AJ's Uniforms or Signature Medical Uniforms with a CCTE student discount*
5. *Watch with a second hand*
6. *Non-graphing calculator*

**School/District Policies:** Students will adhere to program policies and procedures in the campus student handbook for CCTE and EPISD Student Code of Conduct. Students should visit [www.episd.org](http://www.episd.org), and [www.ccte.episd.org](http://www.ccte.episd.org)



**Dress Code:*****1. Scrubs- HUNTER GREEN***

- 2. Scrubs must be worn every day to class (see Mr. Pendell for field wear for Equine Science)*
- 3. Long hair must be tied up and away from the face*
- 4. Long nails are not permitted, nails must be kept short and clean*
- 5. Nail polish is not permitted*
- 6. No facial piercings are allowed in class, field trips, competitions, or clinical rotations.*
- 7. Hair must be of natural color for competitions and clinical rotations.*

*Failure to adhere to the dress code may result in 5% Deduction from your Content Engagement Grade, if you are unable to participate for the day's activities. Continued failure to adhere to dress code will result in a phone call to your parent/guardian.*

**Required Prerequisite (Junior Year):**

1. Student must be at least 16 years old
2. Student must have Biology and a second science credit, with a minimum grade of 85 or higher in Biology, and an overall GPA of 90%.
3. Student must pass Small Animal Management and or Equine Science in order to continue to 2<sup>nd</sup> semester
4. Students must pass **all** Core Competencies/Skills, with a minimum grade of 85 or higher dependent on the skill, in order to be placed in a clinical rotation senior year.

**Required Prerequisite (Senior Year):**

1. Student must have taken Biology, Chemistry, Integrated Physics and Chemistry (IPC), or Physics, with a minimum grade of 85 or higher in Biology, and an overall GPA of 90%.
2. Student must have passed Small Animal Management or Equine Science
3. Students must have passed **all** Core Competencies/Skills their junior year in order to be placed in a clinical rotation senior year.

**Certified Veterinary Assistant**

Students completing the Veterinary Assistant Program at CCTE may apply for Level 1 Certification as a Veterinary Assistant (CVA) through the Texas Veterinary Medical Association (TVMA).

**Requirements:**

- Mastering all required Level 1 material
- Verbalizing and demonstrating the hands-on skills as listed in the CVA/TVMA Skills Validation Checklist
- 500 hours of clinical experience under the supervision of a DVM or RVT (up to 200 hours may be completed under the supervision of the classroom instructor)
- Exam Application and Skill Validation Checklist completed and approved by the DVM or RVT
- Successful completion of the examination, 70% or higher
- Students are responsible for payment to take the CVA exam, current fee is \$135.00

### **ANIMALS on Campus**

There are only two reasons animals are permitted on campus. Service animals (EPISD SPED identified dogs and miniature horses) and animals scheduled to visit the CCTE Vet Tech program. For service animals, EPISD requires that they be approved by ECB. For the Vet tech program, the owners must provide proof of vaccinations and have prior approval by appointment through the Vet Tech instructors. The instructors have the right to deny animals access if prior arrangements have not been made or if the lesson plans to not include animals. CCTE Faculty, staff and students will not have animals in the classrooms unless it is approved by administration.

### **Standard Operating Procedure for Classroom and Clinical Safety**

#### **Bites and Scratches**

1. If a bites and/or scratches occurs in the **classroom**, the students **MUST** immediately report the incidence to the teacher. The student will be sent to the nurse for first aid. If more medical treatment is necessary, at the discretion of the nurse and the student's parent(s), then the student will proceed to a medical facility Any incident will be reported to Animal Control.
2. If a bites and/or scratches occurs at a **clinical setting**, you **MUST** immediately report the incidence to the OSHA Safety Officer or Practice Manager for first aid. Any incident will be recorded in the OSHA log. If more medical treatment is necessary, at the discretion of the OSHA Safety Officer/Practice Manager the injured student and the student's parent(s), then the student will proceed to medical facility to receive treatment.

#### **Radiation & Anesthesia Safety**

1. You must be 18yrs of age or older in order to operate the x-ray machine
2. All student interns, within the operating field of the x-ray generator must wear appropriate PPE. Lead aprons, gloves and thyroid shields are provided by clinical site.
3. Dosimeters must also be worn whenever operating the x-ray generator.
4. Always use proper collimation and settings to reduce the amount of radiation exposure.
5. If a student is pregnant while interning at a clinical site, please inform either the teacher, Practice Manager or Hospital Owner as soon as possible. It is recommended that any pregnant student refrain from operating radiography equipment or anesthetic gasses while expecting due to the possible effects to the fetal development. If there are any additional restrictions placed on the student by their physician please bring them to the attention of the teacher, Practice Manager or Hospital Owner as soon as possible, so proper accommodations can be made.

#### **EPISD Non-Discrimination Clause**

The El Paso Independent School District does not discriminate in its educational programs or employment practices on the basis of race, color, age, sex, religion, national origin, marital status, citizenship, military status, disability, genetic information, gender stereotyping and perceived sexuality, or on any other basis prohibited by law. Inquiries concerning the application of Titles VI, VII, IX, and Section 504 may be referred to the District compliance officer, Patricia Cortez, at 230-2033; Section 504 inquiries regarding students may be referred to Kelly Ball at 230-2856.

En Español

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El Distrito Escolar Independiente de El Paso no discrimina en los programas de educación o en prácticas de empleo usando el criterio de raza, color, edad, sexo, religión, origen nacional, estado civil, ciudadanía, estado militar, discapacidad, información genética, estereotipo sexual o sexualidad percibida, u otra práctica prohibida por la ley. Preguntas acerca de la aplicación del título VI, VII o IX, y la Sección 504 pueden ser referidas al oficial del distrito, Patricia Cortez al 230-2033; preguntas sobre 504 tocante a estudiantes pueden ser referidas a Kelly Ball al 230-2856.