

CLINICAL TASK LIST FACILITY NAME: ADDRESS:	CHECK ITEMS BELOW IF STUDENT WILL HAVE OPPORTUNITY TO COMPLETE TASK AT FACILITY (only those tasks with an asterisk * are considered essential)
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OFFICE AND HOSPITAL PROCEDURES AND CLIENT RELATIONS
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*Make appointments	<input type="checkbox"/>
*Handle telephone contacts	<input type="checkbox"/>
*Admit and discharge patients, take history, maintain records, and prepare appropriate certificates for signature	<input type="checkbox"/>
*Perform basic filing of medical records, radiographs, lab reports, etc	<input type="checkbox"/>
*Maintain x-ray, surgery, anesthesia, laboratory, and controlled substances logs	<input type="checkbox"/>
*Recognize and respond appropriately to veterinary medical emergencies	<input type="checkbox"/>
*Maintain basic cleanliness and orderliness of a veterinary facility (including hospital, clinic, practice, or laboratory)	<input type="checkbox"/>
*Perform basic veterinary medical record keeping procedures a. Develop computer skills b. Common management software programs c. Familiarity with veterinary on-line services	<input type="checkbox"/>

COMMUNICATION

*Develop effective client communication skills	<input type="checkbox"/>
Write business letters, reports, and client education handouts	<input type="checkbox"/>
*Perform client education under supervision	<input type="checkbox"/>
*Use crisis intervention/ grief management skills with clients	<input type="checkbox"/>

PHARMACY AND PHARMACOLOGY.

*Recognize general types and groups of drugs	<input type="checkbox"/>
*Label and package dispensed drugs correctly	<input type="checkbox"/>
*Use weights and measures correctly	<input type="checkbox"/>
*Calculate dosages	<input type="checkbox"/>
*Store, safely handle and dispose of biologics and therapeutic agents, pesticides, and hazardous wastes	<input type="checkbox"/>
*Handle controlled substances correctly	<input type="checkbox"/>
*Perform inventory control procedures	<input type="checkbox"/>
*Prepare medications & reconstitute vaccines	<input type="checkbox"/>

*Differentiate between abnormal and normal responses to medication	<input type="checkbox"/>
*Use and explain appropriate routes and methods of drug and vaccine administration	<input type="checkbox"/>
*Differentiate prescription drugs from over-the-counter drugs	<input type="checkbox"/>

EXAMINATION ROOM PROCEDURES

*Determine and know normal values of temperature, pulse, and respiration for dog, cat, horse, and cow	<input type="checkbox"/>
Restrain patients	
a. Place in, and remove small animals from cages	<input type="checkbox"/>
*1) apply dog safety muzzle	

*2) apply Elizabethan collar	
*3 apply restraint pole	
*b. Place and restrain small animals on tables	<input type="checkbox"/>
*c. Halter, tie, and lead horses and cattle	<input type="checkbox"/>
*d. Restrain birds	<input type="checkbox"/>
*e. Restrain cattle & horses * 1) apply twitch (horses) *2) apply bovine tail restraint *3 apply nose tongs/leads	<input type="checkbox"/>
f. Restrain sheep and swine	<input type="checkbox"/>
Load large animals	<input type="checkbox"/>
*Auscultate heart and lungs using a stethoscope	<input type="checkbox"/>
Identify common grains and forages	<input type="checkbox"/>
Identify common poisonous plants	<input type="checkbox"/>

<i>SURGICAL PREPARATION AND ASSISTING</i>	
<i>These procedures are intended to be suggestive of those that may be common in a veterinary practice and the technician's education may not necessarily be limited to the items listed.</i>	
It is essential that technicians have knowledge of routine surgical procedures and related equipment. Direct involvement with all procedures will not be required, but students should have an experience with most of those listed.	
*a. Ovariohysterectomy - dogs & cats b. Cesarean section - all common species c. Orthopedic procedures d. Orchiectomy - all common species, *required for dog and cat e. Tail docking f. Onychectomy - dogs & cats g. Laparotomy - all common species h. Dystocias in common species I. Dehorning - cattle & goats j. Prolapsed organs - common types, species, & incidence	
Perform surgical preparations	
*a. Prepare surgical equipment/supplies	<input type="checkbox"/>
*b. Sterilize instruments & supplies using appropriate methods	<input type="checkbox"/>
*c. Identify and know proper use for instruments	<input type="checkbox"/>
*d. Identify common suture materials, types, and sizes	<input type="checkbox"/>
*e. Prepare gowns, masks, gloves, & drapes	<input type="checkbox"/>
*f. Prepare surgical sites using aseptic techniques	<input type="checkbox"/>
* Operate & maintain autoclaves	<input type="checkbox"/>
*h. Provide operating room sanitation & care	<input type="checkbox"/>
*i. Position patients (common procedures)	<input type="checkbox"/>
*j. Secure catheters	<input type="checkbox"/>
Perform as surgical assistant or circulating nurse	
*a. Properly pass instruments and supplies	<input type="checkbox"/>
*b. Maintain proper operating room conduct and asepsis	<input type="checkbox"/>
*c. Assist with care of exposed tissues and organs	<input type="checkbox"/>
*d. Keep operative records	<input type="checkbox"/>
e. Operate/maintain/suction and cautery machines	<input type="checkbox"/>
f. Operate and maintain fiberoptic equipment	
Assist with anesthesia under supervision	
*a. Calculate and administer preoperative medications	<input type="checkbox"/>
*Complete controlled substance log	<input type="checkbox"/>

*b. Induce and maintain general anesthesia (considering species variations) using the following:	<input type="checkbox"/>
*1) IV anesthetics	<input type="checkbox"/>
*2) Inhalant anesthetics	<input type="checkbox"/>
- *Induction	<input type="checkbox"/>
- *Endotracheal intubation	<input type="checkbox"/>
- *Properly operate anesthetic machines	<input type="checkbox"/>
- *in- and out-of-the-circle vaporizers	<input type="checkbox"/>
- *rebreathing and non-rebreathing systems	<input type="checkbox"/>
- *induction chambers and masks and respirators	<input type="checkbox"/>
*3) Calculate and administer injectable analgesics/sedatives/anesthetics	<input type="checkbox"/>
Monitor the anesthetized patient	<input type="checkbox"/>
*1) Use esophageal stethoscope	<input type="checkbox"/>
*2) Recognize abnormal EKG and audible sounds	<input type="checkbox"/>
*3) Monitor signs of stages & planes of anesthesia	<input type="checkbox"/>
- *Recognize & understand significance of clinical signs of stages & planes	<input type="checkbox"/>
4) Become familiar with monitoring equipment (Doppler, etc.)	<input type="checkbox"/>
d. Recognize anesthetic emergencies	<input type="checkbox"/>
*1) Resuscitate with anesthetic antagonists	<input type="checkbox"/>
*2) Calculate and administer anesthetic antagonists	<input type="checkbox"/>
3 Use defibrillator	<input type="checkbox"/>
*e. Care for anesthetic machines	<input type="checkbox"/>
*f. Properly scavenge waste anesthetic as to protect staff	<input type="checkbox"/>
*g . Perform CPR on appropriate animal models	<input type="checkbox"/>
*Monitor anesthetic recovery, provide intensive postoperative care, and pain management	<input type="checkbox"/>
Perform Post-surgical clean-up	
*a. Equipment	<input type="checkbox"/>
*b. Surgical room or area	<input type="checkbox"/>
*c. Instruments	
*d. Patient	<input type="checkbox"/>
*e. Personnel	<input type="checkbox"/>
*f. Proper disposal of hazardous medical waste	<input type="checkbox"/>
*Remove sutures	<input type="checkbox"/>
LARGE AND SMALL ANIMAL NURSING	
Perform venipuncture for treatment or blood sampling	
*a. Cephalic (dog, cat)	<input type="checkbox"/>
*b. Jugular (dog, cat, horse, ruminant)	<input type="checkbox"/>
*c. Saphenous (dog)	<input type="checkbox"/>
d. Sublingual. (dog)	<input type="checkbox"/>
e. Ear (swine)	<input type="checkbox"/>
f. Coccygeal (cow)	<input type="checkbox"/>
g. Anterior vena cava (pig)	<input type="checkbox"/>
Administer parenteral injections	
*a.Subcutaneous	<input type="checkbox"/>
*b.Intramuscular	<input type="checkbox"/>
c. Intradermal	<input type="checkbox"/>
d.Intraperitoneal	<input type="checkbox"/>
Place intravenous catheters	
*a. Cephalic vein small animals	<input type="checkbox"/>

*b. Saphenous vein (dog)	<input type="checkbox"/>
c. Jugular vein	<input type="checkbox"/>
*Maintain fluid therapy (maintaining catheter placement, determining & maintaining correct rate)	<input type="checkbox"/>
Medicate orally by means of	
*a. Balling gun (ruminant)	<input type="checkbox"/>
*b. Dose syringe (ruminant)	<input type="checkbox"/>
*c. Gastric intubation (small animal)	<input type="checkbox"/>
*d. Hand pilling (dog, cat)	<input type="checkbox"/>
e. Gastric lavage	<input type="checkbox"/>
f. Dose syringe (horse)	<input type="checkbox"/>
g. Oral speculum & stomach tube (ruminant)	<input type="checkbox"/>
h. Naso-gastric intubation (small animal)	<input type="checkbox"/>
*Apply and remove bandages & splints	<input type="checkbox"/>
*Perform small animal dental prophylaxis (manual & machine)	<input type="checkbox"/>
*Perform therapeutic bathing, basic grooming, and dipping of small animals	<input type="checkbox"/>
*Provide routine record-keeping, care, and observation of hospitalized patients	<input type="checkbox"/>
*Implement patient & personnel safety measures	<input type="checkbox"/>
*Prepare feed & prescription diets	<input type="checkbox"/>
*Clean & disinfect cages, kennels, & stalls	<input type="checkbox"/>
*Trim nails (dogs, cats, & birds)	<input type="checkbox"/>
*Apply equine leg & tail wraps	<input type="checkbox"/>
*Express canine anal sacs	<input type="checkbox"/>
*Clean & medicate ears (dog, cat)	<input type="checkbox"/>
*Administer enemas	<input type="checkbox"/>
Collect urine sample	
*a. Catheterize male & female (dogs)	<input type="checkbox"/>
*b. Collect voided urine sample (small animal)	<input type="checkbox"/>
*c. Perform cystocentesis (small animal)	<input type="checkbox"/>
d. Catheterize large animals and cats	<input type="checkbox"/>
*Take & examine skin scrapings	<input type="checkbox"/>
*Provide care & maintenance of equipment	<input type="checkbox"/>
Apply established emergency protocols	
*a. maintain emergency medical supplies	<input type="checkbox"/>
*b. perform first aid and cardiopulmonary resuscitation (simulation acceptable)	<input type="checkbox"/>
*c. use ambu-bag	<input type="checkbox"/>
*d. apply emergency splints & bandages	<input type="checkbox"/>
*Apply topical medication to eye	<input type="checkbox"/>
*Perform fluorescein staining and Schirmer tear test	<input type="checkbox"/>
Perform ocular tonometry	<input type="checkbox"/>
*Demonstrate understanding of permanent identification methods	<input type="checkbox"/>
Administer physical therapy (hydrotherapy, post-operative, orthopedic, neurological)	<input type="checkbox"/>
Clean sheath (horse)	<input type="checkbox"/>
*Remove casts	<input type="checkbox"/>
*Explain care of recumbent patient	<input type="checkbox"/>
Maintain chest, tracheostomy, esophagostomy tubes	<input type="checkbox"/>
Administer intramammary treatment (mastitis therapy only)	<input type="checkbox"/>
*Collect, cross-match, and give blood transfusion	<input type="checkbox"/>

Explain principles of orphan animal care	<input type="checkbox"/>
Provide nursing care to newborns	<input type="checkbox"/>
Clean and dress wounds or abscesses	<input type="checkbox"/>
Prepare mare for vaginal examination & cervical culture	<input type="checkbox"/>
Trim hooves	
a. Ruminant	<input type="checkbox"/>
b. Horses	<input type="checkbox"/>
LABORATORY PROCEDURES	
Perform urinalysis	
a. Determine physical properties	
*1) Color	<input type="checkbox"/>
*2) Clarity	<input type="checkbox"/>
*3) Specific gravity - refractometer	<input type="checkbox"/>
*b. Test chemical properties using dipstick & tablet tests	<input type="checkbox"/>
*c. Examine and identify sediment	<input type="checkbox"/>
Perform hematologic evaluations	
*a. Collect samples for procedures	<input type="checkbox"/>
*b. Perform CBC	<input type="checkbox"/>
*1) Hemoglobin	<input type="checkbox"/>
*2) Hematocrit	<input type="checkbox"/>
*3) Total protein (refractometer)	<input type="checkbox"/>
4) White cell count	<input type="checkbox"/>
*automated cell counter	<input type="checkbox"/>
5) Red cell count - *PCV or electronic cell counter	<input type="checkbox"/>
6) Microscopic exam	
- *Prepare blood film	<input type="checkbox"/>
- *Stain using a variety of techniques	<input type="checkbox"/>
- *Perform leukocyte differential-normal/abnormal	<input type="checkbox"/>
- *Perform erythrocyte morphologic evaluation-normal/abnormal	<input type="checkbox"/>
- *Estimate platelet count	<input type="checkbox"/>
- *Calculate absolute values	<input type="checkbox"/>
- *Perform white blood cell correction for nucleated red cells	<input type="checkbox"/>
c. Perform reticulocyte count	<input type="checkbox"/>
d. Perform platelet count	<input type="checkbox"/>
*e. Calculate hematologic indices	<input type="checkbox"/>
f. Identify blood parasites	
1) Dirofilaria sp/Dipetalonema sp	<input type="checkbox"/>
- *Direct blood exam	<input type="checkbox"/>
- *Hematocrit tube method	<input type="checkbox"/>
- *Knotts test	<input type="checkbox"/>
- *Filter test	<input type="checkbox"/>
- *Antigen kit	<input type="checkbox"/>
*2) Haemobartonella sp	<input type="checkbox"/>
3) Anaplasma sp	<input type="checkbox"/>
4) Babesia sp	<input type="checkbox"/>
5) Trypanosoma sp	<input type="checkbox"/>
6) Eperythrozoon sp	<input type="checkbox"/>
7 Ehrlichia	<input type="checkbox"/>
*g. Perform one of the following coagulation tests	<input type="checkbox"/>
1) Clotting time and/or ACT (Activated Clotting Time) test	<input type="checkbox"/>
2) One-step prothrombin time	<input type="checkbox"/>

3) Partial thromboplastin time	<input type="checkbox"/>
4 Fibrinogen assay	<input type="checkbox"/>
*h. Perform blood chemistry tests BUN, glucose, common species	<input type="checkbox"/>
I. Perform serologic tests	<input type="checkbox"/>
*1) Collect and prepare serum sample	<input type="checkbox"/>
*2) Perform tests using ELISA methodology	<input type="checkbox"/>
*3 Perform various types of slide/card agglutinations	<input type="checkbox"/>
Perform parasitologic procedures	
*a. Collect samples	<input type="checkbox"/>
b. Test for external parasites	<input type="checkbox"/>
*1) Prepare sample	<input type="checkbox"/>
2) Identify	
- *Mites	<input type="checkbox"/>
- *Lice	<input type="checkbox"/>
- *Ticks	<input type="checkbox"/>
- *Fleas	<input type="checkbox"/>
- *Flies	<input type="checkbox"/>
c. Test for internal parasites	
*1) Prepare solutions & perform fecal flotations	<input type="checkbox"/>
*2) Perform fecal sedimentation	<input type="checkbox"/>
*3) Perform direct smears	<input type="checkbox"/>
4) Scotch tape retrieval of pinworm ova	<input type="checkbox"/>
Identify common adult parasites, their ova, & apply knowledge of common parasite life cycles,	
- *Nematodes	<input type="checkbox"/>
- *Trematodes	<input type="checkbox"/>
- *Cestodes	<input type="checkbox"/>
- *Protozoa	<input type="checkbox"/>
Perform coprologic tests	<input type="checkbox"/>
Perform microbiologic procedures	
*a. Collect representative samples	<input type="checkbox"/>
b. Perform bacteriologic procedures	<input type="checkbox"/>
*1) Culture bacteria & perform sensitivity tests	<input type="checkbox"/>
*2) Identify common animal pathogens using commercially available media and reagents	<input type="checkbox"/>
*3) Perform common biochemical tests	<input type="checkbox"/>
*4 Perform staining procedures	<input type="checkbox"/>
*c. Culture and identify common dermatophytes	<input type="checkbox"/>
Perform necropsy procedures	
*a. Perform prosection on non-preserved animal	<input type="checkbox"/>
*b. Collect samples, store and ship according to laboratory protocols	<input type="checkbox"/>
*c. Explain how to handle rabies suspects & samples safely	<input type="checkbox"/>
d. Handle disposal of dead animals	<input type="checkbox"/>
e. Perform euthanasia procedures	<input type="checkbox"/>
Perform cytologic procedures	
*a. Collect, prepare, and evaluate canine vaginal smears	<input type="checkbox"/>
b. Assist in collecting, preparing, and appropriately evaluating transudate, exudate, & cytologic specimens (joint, cerebrospinal, airway & body cavity)	<input type="checkbox"/>
c. Perform fine needle tissue aspirates and impression smears	<input type="checkbox"/>
1) Prepare & stain specimens for veterinarian's evaluation	<input type="checkbox"/>

2 Explain oncology terminology (benign vs. malignant)	<input type="checkbox"/>
d. Prepare & stain bone marrow specimens	<input type="checkbox"/>
e. Perform semen evaluation	<input type="checkbox"/>
f. Explain timing of pregnancy testing	<input type="checkbox"/>
g. Assist with artificial insemination	<input type="checkbox"/>
Miscellaneous	
*b. Maintain laboratory equipment	<input type="checkbox"/>
*c. Perform quality control procedures	<input type="checkbox"/>
*d. Explain basic principles of laboratory safe	<input type="checkbox"/>
e. Collect milk samples & conduct mastitis testing, e.g., CMT, bacterial culture	<input type="checkbox"/>
RADIOLOGY & ULTRASOUND IMAGING	
* Implement & follow recommended safety measures	<input type="checkbox"/>
*Prepare & use technique charts	<input type="checkbox"/>
Take diagnostic radiographs	
*a. Position large and small animal patients	<input type="checkbox"/>
*b. Use Orthopedic Foundation of America (OFA) applications/positioning for canine dysplasia	<input type="checkbox"/>
c. Position laboratory and exotic animals	<input type="checkbox"/>
Process diagnostic radiographs	
a. Use hand processing in darkroom	<input type="checkbox"/>
*b. Maintain quality control	<input type="checkbox"/>
*c. Label, file, & store film	<input type="checkbox"/>
*d. Use automatic processing	<input type="checkbox"/>
e. digital processing	
Properly care for equipment	
*a. Clean screens	
* b. Recognize faulty equipment operation	<input type="checkbox"/>
*Properly use both stationery & portable x-ray machines	<input type="checkbox"/>
Perform various contrast media studies (including GI series, pneumocystogram, intravenous urogram)	<input type="checkbox"/>
Use ultrasonography equipment	<input type="checkbox"/>
LABORATORY ANIMAL PROCEDURES	
*Explain basic principles of animal research	<input type="checkbox"/>

*Apply knowledge of state, federal, and local animal welfare regulations	<input type="checkbox"/>
Rodents and rabbits	
*a. Recognize & restrain	<input type="checkbox"/>
*b. Determine sex	<input type="checkbox"/>
*c. Perform and/or supervise basic care procedures, e.g., feeding, watering, breeding, identification & handling	<input type="checkbox"/>
*d. Administer drugs or medicaments, using appropriate sites & routes (all common species)	<input type="checkbox"/>
*e. Collect blood samples	<input type="checkbox"/>
*f. Perform oral dosing	<input type="checkbox"/>
*g . Know anesthetic and recovery procedures	<input type="checkbox"/>
*h. Explain common disease signs	<input type="checkbox"/>
i. Perform necropsy prosection and collect specimens	<input type="checkbox"/>
j. Clip teeth of rabbits & & guinea pigs	<input type="checkbox"/>
k. Clean & medicate ear (rabbit)	<input type="checkbox"/>
Non-Human Primates	
*a. Understand restraint of non-human primates	<input type="checkbox"/>

<i>AVIAN, EXOTIC, & FISH PROCEDURES</i>	
a. Recognize and restrain caged birds, reptiles, amphibians and ferrets	<input type="checkbox"/>
b. Perform and/or supervise basic animal care procedures (e.g., feeding, watering, breeding, identification, caging, & aquarium care)	<input type="checkbox"/>
c. Administer or inject drugs using appropriate sites & routes for each species	<input type="checkbox"/>
d. Collect appropriate body tissues or fluids from live animals and perform laboratory procedures	<input type="checkbox"/>
e. Anesthetize avian and exotic animals	<input type="checkbox"/>
f. Explain inadvisability of keeping wildlife as pets	<input type="checkbox"/>

Completed by:

Print name _____ signature _____

title/position _____ date _____