

Rotating Internship in Small Animal Medicine & Surgery: Program Specifics

Please see “House Officer Programs: General Information” for basic information common to all internship and residency programs. The following information highlights specific program requirements of the Small Animal Rotating Internship program.

Program Director: Dr. Meredith ‘t Hoen (mthoen@iastate.edu; 515-294-4900)
 Faculty Diplomates serving as direct supervisors of the program:

- April Blong, DVM, DACVECC
- Brenda Mulherin, DVM, DAVDC
- Jean-Sebastien Palerme, DVM, MSc, DACVIM (SAIM)
- Meredith ‘t Hoen, DVM, DACVECC, DECVECC
- Craig Willette, DVM, MS, DACVAA

Clinical program requirements

Internship Year (54 weeks)	
<i>**The hospital reserves the right to reduce the number of ECC weeks by two and substitute in two additional weeks of elective time.</i>	
25 weeks Emergency & Critical Care	
20 weeks Required Rotations: 10 wks medicine <ul style="list-style-type: none"> • 6 weeks internal medicine • 2 weeks cardiology • 2 weeks oncology 6 wks surgery <ul style="list-style-type: none"> • At least 2 wks each ST surgery & orthopedic surgery 2 wks anesthesiology 2 wks ophthalmology	7 weeks Elective Rotations*: Any required rotation <u>or</u> Critical Care Dermatology Neurology (at Purdue University) Ophthalmology Oncology Rehabilitation Primary Care/Dentistry External electives (see procedures for requesting external elective rotations below)
2 weeks orientation & shadowing current interns	*Vacation to be used in place of 2 elective weeks

- **Intern schedule**
 - The intern schedule for the entire intern year will be distributed during orientation along with the information for the person responsible for intern scheduling.
 - The schedule should be reviewed and any changes/corrections should be requested by July 31.
 - No rotation or shift changes/switches will be allowed without express approval by the intern scheduler.

- **Unplanned absences**
 - In the event of an unplanned absence (illness, bereavement, etc.) the intern should contact the senior clinician for that rotation as soon as possible, with at least 24 hours notice for any absence apart from illness.
 - The clinician may request written confirmation of the absence from an appropriate source (i.e. doctor's note) for any absence greater than two shifts in duration.
- **Requirements for external elective rotations**
 - External elective rotations in Neurology (Purdue University) and Zoo Medicine (Omaha Zoo) may be completed without special approval.
 - The intern is responsible for any cost associated with any applicable licensure, liability insurance, travel, and housing and is encouraged to obtain all this information prior to scheduling this elective rotation.
 - The intern's performance will be evaluated by the supervising clinician at the institution in the same manner as during rotations at ISU.
 - Other external elective rotations may only be completed in specialties not offered at ISU. The only exception is dentistry, which may be completed as an external elective should the ISU Dentistry Service be unable to accommodate an intern for an elective rotation.
 - The intern must present their request for an external elective to the Program Director a minimum of 8 weeks prior to the scheduled elective for approval.
 - All external electives must be scheduled during the weeks designated as "elective" on the Intern's year schedule.
 - Requests must include the institution, the name of the supervising specialist, a description of experience/justification for the external elective, and a written statement from the supervising specialist agreeing to the mentoring role and listing the expectations for the intern.
 - The intern must have primary case responsibility during the external elective (observation only is not acceptable for credit) and have a minimum of 40 hours of clinic time per week.
 - The intern is responsible for any cost associated with any applicable licensure, liability insurance, travel, and housing and is encouraged to obtain all this information prior to scheduling the external elective rotation.
 - Approval (or denial) for the activity will be provided by the Internship Program Director.
 - The intern's performance will be evaluated by the supervising clinician at the external institution in the same manner as during rotations at ISU.
 - Failure to provide any of the above documentation may result in the time NOT counting towards the necessary 52 weeks of training that are required to complete the internship.

Seminar/Rounds requirements

Rounds type	Frequency	Day/Time	Commitment
HO Seminar/Case Presentation	Weekly	Thursdays @ 8am	Required
Intern Education Rounds	Weekly	Mondays @ 8am	Required
ECC Service Resident Rounds	Weekly	Tues/Thurs @3p	Optional
Morbidity & Mortality Rounds	Monthly	2 nd Tuesday @ 8am	Encouraged

Journal Club/Textbook Review (assigned service)	Weekly	Variable	Encouraged
SAIM Board Prep	Weekly	Fridays @ 9am	Optional
Student Grand Rounds	Weekly	Fridays @ 8am	Optional
Friday Morning Student Rounds	Bi-weekly	Fridays @9am	Optional (required when leading rounds)

- Attendance and participation in Intern Education Rounds and House Officer Seminar is required unless the intern is participating in active emergency duty. The faculty will make every effort to assist the intern such that they can attend rounds.
- Rounds and seminars are part of intern educational enrichment. Other seminar rounds for the college will be attended as scheduling permits.

Additional Intern Guidelines and Responsibilities

- **Internship Learning Objectives:** The specific objectives of the Internship Program are to provide the intern with the following opportunities:
 - To acquire advanced training in the diagnosis and treatment of disease in small animal medicine, surgery, and emergency medicine.
 - To acquire advanced training in the acquisition of radiographic images and the accurate interpretation of these images and those obtained by imaging faculty and staff with ultrasound, CT and MRI.
 - To develop teaching skills, including small group interactive teaching techniques (student case rounds) and developing high quality didactic (lecture) formats with educational technology.
 - To prepare for a residency training program, for post-graduate study, or for entry into a high-quality small animal veterinary practice.
- **Intern Responsibilities:** Intern responsibilities include patient care (as directed by senior clinicians), rotating night and weekend duty, participation in clinical teaching of Junior and Senior students, and participation in rounds and seminars where indicated.
 - **Case Responsibilities:** The Intern will be assigned to receive cases at the discretion of the senior clinician in charge of each service. The Intern is expected to comply with all policies and procedures of service on which they are rotating. The Intern will be the “clinician of record” on all assigned cases and will assume the responsibilities of the attending veterinarian. Interns are expected to consult with the senior clinician whenever questions arise and provide timely communication with the referring veterinarian and pet owner. The senior clinician will be available to give feedback on the Intern’s diagnostic and treatment plan for the patient as well as teaching and communication skills. If the Intern fails to communicate effectively with the senior clinician in charge or perform their duties, disciplinary action will be taken and a timeline for correction instituted. The Intern will treat all patients with compassion and respect. Failure to do so will result in disciplinary action.
 - **Intern-Student Interactions:** Interns will assist with and supervise patient care delivered by students. It is very important to communicate clearly and precisely with students about tests to be performed, paperwork that needs to be filled out by the student, doses and frequencies of medication, all ICU orders, and items that should or should not be discussed by the student with the client. The Intern

will actively engage students in clinical case discussions and directly oversee any procedures the student may perform.

- **The client/patient information is privileged** and should **never** be discussed outside of the LVMC (for example, in a local restaurant). This includes pictures of patients which should not be shared in any capacity without owner consent.
- **Intern-Referring Veterinarian Interactions:** The Intern will communicate with referring practitioners by telephone and discharge letter in a timely and appropriate manner and document these communications in the medical record.
- **Intern evaluations**
 - In addition to quarterly formal evaluations with their adviser (as required of all House Officers), interns will receive and provide feedback for each individual 2-week rotation.
 - The intern will receive feedback from every rotation they complete; electronic evaluation results will be forwarded to intern, adviser, and intern program director monthly.
 - The Intern is expected to fill out the electronic form to evaluate each rotation they complete within 1 week of the end of that rotation. Feedback will be anonymously forwarded to the appropriate services on a periodic basis and reviewed by the House Officer committee. Failure to complete more than 1 evaluation form may result in disciplinary action.
 - The Intern is expected to fill out an electronic program evaluation provided by the House Officer Committee near the end of their internship. Feedback will be anonymously reviewed by the House Officer committee.
 - Additional evaluations can be requested by the Intern at any time.
- **Teaching responsibilities**
 - Interns are expected to present once during their internship (as assigned) during Friday morning student rounds to clinical year students.
 - Other than the seminars, rounds, and supervision of clinical students outlined in this document, interns are not to be involved in any other teaching missions in the hospital without approval from the Internship Committee.
- **Internship certificate requirements**
 - A certificate of successful Internship Completion will be awarded at the end of a 12-month internship period when all the Internship Certificate Requirements listed below are met, and the Internship Completion form has been signed by the Program Director.
 - The Intern must demonstrate competency in medical and surgical skills appropriate for Internship level of training documented by overall satisfactory evaluations by all faculty evaluators. Remediation is not possible.
 - The Intern will attend all scheduled service and Hospital rounds as outlined in the document above.
 - The Intern will present one 20-30 minute seminar at the LVMC House Officer Seminar Series, as scheduled by the resident in charge of this activity. Please refer to the ISU House Officer Programs General Information document for further details. This seminar is to be completed by May 31.
 - The Intern must complete and submit the final checklist to the Program.
 - The Intern must complete all clinical rotations, scheduled emergency duty, medical records, referral letters, client/referring veterinarian case communications and VetCOT Trauma Forms by the last day of their internship program.
 - At the discretion of the Intern Program Director, an intern may be asked to complete a formal review at any point during the program should the intern not

be meeting the expectations listed in this document or the “House Officer Programs: General Information.” This meeting would occur no later than month 10 of the Internship Program. Formal review would consist of a written evaluation by the Program Director and an interview meeting with the Director, Intern, and Faculty Advisor, and include action points that must be met by the Intern to receive the Internship Certificate.