

## INFORMATION FOR THE MENTOR

**Concerns:** The externship (ELECTIVE COURSE) for the students of the Faculty of Veterinary Medicine at Ghent University.

To the mentor,  
Esteemed fellow veterinarians, Madam, Sir,

The faculty of Veterinary Medicine at Ghent University, would like to thank you for taking one of our students, who is in the final year of becoming a doctor in Veterinary Medicine, in consideration for an externship.

The students of the third master year have the possibility to do an **extra externship** to enhance their experience and knowledge within a specific domain of Veterinary Medicine. This externship comprises **four weeks**.

The options for this kind of externship are divers: this can be first line veterinary medicine, an international organisation, a foreign university or college of veterinary medicine, a wildlife externship, ...

The objectives of the externship stimulate students to apply, broaden and deepen their obtained knowledge and skills. Therefor next to the overall objectives there are also specific objectives formulated for each main subject (if applicable).. You can read the objectives in the appendix.

**Mentors** are expected to:

- make arrangements, during an intake interview, **before the externship**, with the student about:
  - o practicalities (period, timeframe, more information on the practice, ...)
  - o the ways by which the goals of the student can be achieved during the externship.
- guide the student, give feedback and actively involve them during (practical) activities **during the externship**.
- evaluate the student and sign the logbook (if approved) **at the end of the externship**.

The student will write a **report** at the end of the externship, which includes the **logbook**, contains an **interesting case** they encountered during their externship period and describes the structure and management of the practice./institution. Finally, the students reflect on the externship period and the externship post, primarily in the light of the students' future professional activities. The confidentiality of all data will prevail at all times. This **confidentiality** relates to the veterinary practice, the veterinarians and pet owners and should be reflected in their reports.

**Quality assurance** of education is an important task of UGent. From this point of view, the faculty will ask the student to evaluate the traineeship. This information will be confidential and treated as such.

Ghent University provides the necessary **insurances**, covering risk of physical injuries to, from and at the externship as well as the civil liability at the externship post. The modalities are stipulated in the externship agreement.

As externship procurer you are co-responsible for the safety of the student. Please consider the safety of the student at all times, so they are at no moment in time put in real danger.

The flow of the externship will go via our **online** platform (all approvals will replace the signatures on printed documents):

- Read and approve the **intake** document (a short written report about the intake interview drafted by the student)
- If necessary, adjust the **risk analysis** form, and approve
- Approve the externship **contract**
- Approve the online **logbook**
- **Evaluate** the student, by which you start from the self-evaluation of the student

We are aware that the guidance of a student can be an additional strain upon your workload. We are convinced of the added value for the students' education and therefor highly appreciate your cooperation.

To acknowledge this cooperation the faculty has a moderate **compensation** for the externship procurers. For each signed externship agreement you will receive a free participation to all activities of the Academy of Veterinary Medicine. You will be contacted in this matter by the faculty on the basis of all registered externship agreements.

Therefor we sign with special thanks for your cooperation, yours faithfully,

Prof. Ingeborgh Polis - Lecturer externship Companion Animals

Prof. Peter Daels - Lecturer externship Horse

Prof. Lieven Vlamincx - Lecturer externship Ruminants

## CONTACT DETAILS

- Externship Companion Animals:  
Prof. Dr. I. Polis, Department of Small Animal.  
Tel: +32 (0)9 264 77 00; Email: [Ingeborgh.Polis@UGent.be](mailto:Ingeborgh.Polis@UGent.be)
- Externship Horse:  
Prof. Dr. P. Daels, Department of Morphology, Imaging, Orthopedics, Rehabilitation and Nutrition.  
Tel: +32 (0)9 264 75 60; Email: [Frank.Gasthuys@UGent.be](mailto:Frank.Gasthuys@UGent.be)
- Externship Ruminants:  
Prof. Dr. L. Vlamincx, Department of Large Animal Surgery, Anaesthesia and Orthopaedics.  
Tel: +32 (0)9 264 76 18; Email [Lieven.Vlamincx@UGent.be](mailto:Lieven.Vlamincx@UGent.be)

International relations officer : Tanya Struik

Tel. +32(0)9 264 77 72; E-mail [internatvetmed@ugent.be](mailto:internatvetmed@ugent.be)

## OBJECTIVES EXTERNSHIP (ELECTIVE COURSE)

### OVERALL OBJECTIVES

#### Intellectual and societal competences

- The student complies with the made agreements
- The student works punctually
- The student has respect for confidentiality and privacy and handles all research content and personal data in an integer way
- The student takes initiative
- The student functions in a team
- The student communicates in an appropriate manner with all parties involved
- The student formulates insights in concern to the practical organisation of a practice or clinic
- The student describes how practice or clinic's inner workings is constructed
- The student can give a summary of the administrative elements of a practice or clinic
- The student follows up actively (first line) registrations
- The student participates actively in (first line) registrations
- The student discusses the insights obtained with (first line) registrations with the mentor

#### Cooperation and communication skills

- The student indicates connections between previous obtained knowledge and practical experiences
- The student asks for explanation when needed
- The student examines critically the fieldwork
- The student examines critically his/her own knowledge, skills and conduct

### Specific objectives main subject companion animals (if applicable)

- **Knowledge:** The student proves his/her knowledge and insight about medical conditions in small animals that are often treated by the mentor.
- **Skills:** the student develops his/her practical skills in: *Preventive veterinary medicine:* vaccination, *Clinical skills:* routine procedures in practice (nails cutting, ear cleaning, anal sac evacuation, ...), euthanasia), *Hospitalisation:* basic life support, daily care of hospitalized patients, monitoring of critical care patients, *Diagnose:* differential diagnosis of the most common disorders in first line practice, *Treatment* of the most common disorders in first line practice, *Surgery:* castration of male and female cat, castration of male and female dog, wound care (first line), Other surgical interventions (e.g. cystotomy, enterotomy, enterectomy).

### Specific objectives main subject horse (if applicable)

- **Knowledge:** The student proves his/her knowledge and insight about medical conditions in horses that are often treated by the mentor.
- **Skills:** The student develops his/her practical skills in: *Horse identification, Handling of horses, Preventive veterinary medicine:* vaccinations, health certification, ...), *Clinical examination:* Orthopaedic examination (e.g. flexion tests and regional and intra-articular anaesthesia), *Clinical skills:* blood collection, urine collection, rectal palpation: determination of stage of cycle, euthanasia, *anaesthesia:* sedation, intravenous anaesthesia, *Therapy:* Treatment of the most common disorders in first line practice (including emergency treatment), *Surgery:* Castration (standing) Suturing the skin in different surgical procedures.

### Specific objectives main subject ruminants (if applicable)

- **Knowledge:** The student proves his/her knowledge and insight about medical conditions in ruminants that are often treated by the mentor.
- **Skills:** The student develops his/her practical skills in: *Orthopaedic examination, Surgical techniques* (claw trimming, castration, wound correction and management), *Surgical preparation and antisepsis, Orthopaedic surgery:* claw amputation, fracture management / prognosis (but not repair), congenital articular rigidity, spastic paresis, joint lavage, arthrodesis, *Dehorning* of young and adult animals, *Abdominal surgery:* left / right abomasal displacement, right exploratory laparotomy cow, *teat surgery:* teat laceration, teat amputation, *Suture techniques, anaesthesia:* Epidural anaesthesia, *Emergency:* Basic emergency treatment and critical care (shock, bleeding, poisoning...), Emergency slaughter, *Diagnostic techniques and procedures:* Blood sampling, Milk sampling, Urine collection and examination, Sperm collection and examination Injections, IM, IV and SC Catheter placement (non-permanent), Reproductive ultrasound, *Gynaecological examination* (caesarean section, parturition partial fetotomy, Bühner tape), *Animal handling.*

### Specific objectives main subject pig, poultry and rabbit (if applicable)

- **Knowledge:** The student proves his/her knowledge and insight about medical conditions in pig, poultry and rabbit that are often treated by the mentor.
- **Skills:** The student develops his/her practical skills in: *Identification and registration* (pig and poultry), *Orthopaedic examination* (pig), *Treatment and vaccination:* water- and food medication (pig, poultry and rabbit), *Diagnostic techniques and procedures:* Measurements of backfat and body condition score (pig), evaluation of stable climate (including smoke test) (pig and poultry), evaluation of culture systems, culture techniques and management, biosafety assessment of herds (pig, poultry and rabbit), , evaluation of animal welfare (incl. legislation issues e.g. enrichment, stocking densities, etc), *Obstetrics and reproduction:* *Internal medicine:* Treatment (including prudent use of antimicrobials), Interpretation of laboratory tests (pig, poultry and rabbit).