

Veterinary Student PRACTICAL WORK POLICY



Welcome to Totally Vets Limited, Palmerston North

Your application for practical work placement has been successful and we look forward to your visit with us between:

7th July 2014 - 18th July 2014

In preparation for your visit, copies of our practical work policy are enclosed that outline each party's expectations of the other. Nothing too controversial here, but it is important to spell these out at the outset as TVL reserves the right to terminate the arrangement in the event of non-compliance with acknowledged performance criteria and standards of conduct.

Remember to contact the clinic a week or so out from your scheduled visit, and we look forward to meeting you.

From the team at Totally Vets Limited

Veterinary Student EXPECTATIONS

Welcome to Totally Vets, Palmerston North. TVL is a contract practice, servicing predominantly dairy and equine clients. The general area serviced extends from Rongotea to Foxton in the west, Feilding to the north, Shannon in the south, along the Tararua foothills and beyond the Manawatu Gorge in the east as far as Dannevirke. Our 10 vets have both species and area responsibilities, and while they deal with all species, we have special interest groups within the practice in the areas of Dairy, Equine and Camelids.

On your arrival to Totally Vets, please report to Hayley Mayhew who will show you around the clinic and make you aware of any OSH issues. Normal working hours are 8:00 until 5:00 Monday to Friday, but you are welcome to participate in after hours duties – in fact we encourage you to do this.

FEILDING
43 Manchester Street, Feilding 4702
cnr Manchester & Eyre Streets
Ph (06) 323 6161 Fax (06) 323 6179

PALMERSTON NORTH
PO Box 4000, Palmerston North 4442
189 Pioneer Highway
Ph (06) 356 5011 Fax (06) 353 6005

admin@totallyvets.co.nz

www.totallyvets.co.nz

TOTALLY VETS EXPECTATIONS OF STUDENTS

Punctuality:

- Hours of attendance: 8.00am - 5.00pm unless otherwise directed

Equipment/Protective Clothing:

The student is expected to provide:

- Essential examination equipment (ie. stethoscope, thermometer)
- Protective clothing (2 pairs of overalls, gum boots, work boots, wet weather gear) suitable for large animal practice
- Own lunch

Presentation:

- Clean, tidy standard of dress to be worn while inside the clinic
- Overalls not to be worn inside clinic

Communication:

- Demonstrate a level of understanding of clinical case material in keeping with stage of undergraduate study
- Seek permission to use practice computers & access internet for specific research purposes only

Initiative:

- Be enthusiastic about and interested in specific cases
- Do the case follow-up (ie. questions, review lab reports, research)

Confidentiality:

- All matters observed and discussed either by or with clients shall remain confidential
- In making case reports/presentations outside the practice, specifics relating to the client or the practice should not be revealed

VETERINARY STUDENT EXPECTATIONS OF TOTALLY VETS

General Clinic Introduction:

- Clinic tour for familiarisation and OSH issues

Veterinary Procedures:

- As many opportunities for 'hands-on' practice of common veterinary procedures encountered in large animal practice as facilities, time, and animal/owner considerations allow

Library:

- Access to technical library and reference material (not to be removed from the clinic without permission)

Appraisal:

- Using Veterinarian's Practical Committee form as a guide, student's performance will be reviewed prior to leaving practice