

# **GUIDELINES FOR ADMISSION TO THE CERTIFICATION EXAMINATION OF THE EUROPEAN COLLEGE OF VETERINARY NEUROLOGY**

These guidelines apply to Residency Programmes registered up to 31st December 2008. For Residency Programmes registered after this date please see the applicable guidelines.

## **Fees**

A guide to the fees for approval of a Residency Programme and for submission of a candidate's credentials is set annually by the Executive Committee of the ECVN and is published on the ECVN website along with the Examination details.

## **Residencies**

In order to be admitted to the certification examination, the candidate should have received an education in veterinary neurology.

This training consists of a conforming or non-conforming residency. During a residency, the candidate should be a member of the ESVN. Prior to a residency the candidate should have spent one year rotating internship in medicine and surgery or have an equivalent experience in practice of at least two years.

## **Types of residency recognised by ECVN**

### **Conforming Residency**

This is run in a veterinary faculty or college with an ECVN approved training program in veterinary neurology. Supervision by an ECVN diplomate is required. Minimum duration 2 years.

### **Non-conforming program**

2 types are recognised:

- **Direct supervised training**  
Run in a referral veterinary clinic. Supervision by an ECVN diplomate is required. Minimum duration 3 years.
- **Tutorial supervised training**  
May occur at more than one facility. Supervision by an ECVN diplomate is required. Minimum duration 5 years. This type of residency program will be withdrawn in September 2008, and no new candidates may submit this program for consideration after this date.

All residencies are supervised by a tutor who is an ECVN diplomate. Personalities with outstanding contributions to Veterinary Neurology knowledge but who are not ECVN diplomate, and ACVIM (Neurology) diplomates may be exceptionally considered by the education committee as possible tutors.

Per supervisor a maximum of 3 conforming residents or 5 non-conforming residents is allowed with the total number of conforming and non-conforming residents not

exceeding 5, unless there are special circumstances (e.g. very high case load). In this case this should be explained and justified to the Education Committee.

### **Recognition of residency program**

All candidates should send to the chairman of the education committee:

- the training program form (see annex 1) filled and signed by the tutor, Annex 1
- a curriculum vitae

No later than three months after the beginning of their residency.

Please send large documents as Microsoft Word files in addition to a paper copy – submission by email is acceptable.

### **ESVN membership**

All candidates should be a member of the ESVN, for the entire duration of their residency.

### **Annual Report**

All candidates should also send an annual report (see Annual Report form) about their progress to the chairman of the education committee. This report should be signed by the supervising diplomate.

### **Conforming Residency Environment**

#### **Staff**

Besides the tutor, the candidate must be in contact with experienced persons (preferably diplomates of European colleges) in internal medicine, surgery, radiology and pathology

#### **Case load**

There should be at least 250 new neurological cases per year. The clinic should offer a 24 h a day emergency care service.

#### **General**

In order to reach the required level in basic sciences, general clinical sciences and neurology, the candidate must be offered:

- clinical activity and communication with the tutor and staff that should remain the principal teaching support, the emphasis is on quality (in depth study) rather than quantity,
- theoretical teaching that may take the form of academic lectures or seminars, and be complemented by guided self study,
- the opportunity to report about clinical cases,
- the opportunity to contribute to more basic research,
- the opportunity to attend lectures, seminars and congresses in the field, for example, attendance to the ESVN congress.

### **Conforming Residency Aims**

The residency program is aimed at educating the candidate primarily in veterinary neurology. However, the candidate should also become familiar with medical and surgical entities that may secondarily involve the nervous system or may mimic neurological problems. In addition, the candidate should gain a thorough knowledge in

neurological aspects of basic sciences and be able to critically evaluate new knowledge in the field.

### **Basic sciences**

The candidate should acquire a comprehensive knowledge in:

- Neuroanatomy
- Neurophysiology
- Neuropathology
- Neuropharmacology

Complementary teaching should be organised for each of the above subjects with a minimum of 10 hours each.

### **Clinical sciences**

The candidate should spend a minimum of 50 hours in clinical rotations, seminars and case discussion in each of the following services:

- internal medicine
- surgery
- imaging

The candidate should also take part in an emergency service

#### **Internal Medicine**

The candidate should acquire a comprehensive knowledge of neurology related problems in internal medicine (not exhaustive).

- Heart, lung and blood diseases
- Liver and kidney diseases
- Metabolic disorders
- Hormonal disorders
- Oncology
- Ophthalmology

#### **Surgery**

The candidate should acquire a comprehensive knowledge of surgical conditions that may mimic neurological conditions, and in techniques that can be used to treat neurological problems (not exhaustive).

- Joint and bone problems
- Muscular problems
- Principles of bone plating and external fixation

#### **Anaesthesia**

The candidate should acquire a comprehensive knowledge in (not exhaustive):

- artificial ventilation
- blood pressure control
- pain control

#### **Imaging**

The candidate should acquire knowledge of the principles and interpretation of (not exhaustive):

- radiographs and myelography
- CT

- MRI
- ultrasounds
- scintigraphy

### **Electrodiagnostics**

The candidate should acquire an in depth knowledge of the principles and interpretation of biological potentials recordings including (not exhaustive):

- detection electromyography
- motor, sensory, mixed nerve conduction velocity
- somatosensory evoked potentials
- auditory brainstem evoked potentials
- electroretinogram
- visual evoked potentials
- motor evoked potentials
- electroencephalography

### **Neurology**

The candidate should spend a minimum of 50 weeks in clinical neurology with primary responsibility on the cases but supervision by the tutor. After that, the candidate should be able to have complete responsibility in decision making during at least 20 weeks.

During these periods, in depth study should be helped by:

- exposure to a wide variety of cases reflecting all aspects of veterinary neurology,
- professional management of the cases,
- active contribution to imaging, electrodiagnostic and surgical procedures,
- consultation and discussion with the tutor and the staff,
- attendance to seminars and case discussions including related areas,
- guided library research,
- case and case retrospectives presentation,
- attendance to journal clubs,
- taking part to last year students/ interns supervision,
- taking part to existing continuing education programs.

The candidate should become able to:

- develop skilled communication with owners and referring veterinarians
- keep clinical case records
- reach an anatomical diagnosis
- list the etiologic and pathologic causes
- list the appropriate complementary tests
- perform and interpret the ancillary diagnostic tests, including CSF collection and analysis, imaging and electrodiagnostic tests
- reach a presumptive diagnosis
- give a prognosis
- prescribe surgical and/or medical treatment
- prescribe recheck visits and evaluate treatment efficacy
- critically review the relevant literature

Small animal neurology is emphasised, but contact with, and demonstration of understanding of, large animal neurology as well as with comparative neurology should be arranged.

Emergency management

Special emphasis on status epilepticus and acute head and spine trauma management

## **Publications**

In addition, the candidate should normally be given time to write as first author one clinical neurological case report, acceptable in a journal with a 0.3 impact factor at least. The candidate should also write as first author one more basic neurology-related paper, which can be a prospective or retrospective clinical study, acceptable by a journal with a 0.5 impact factor at least. When a submitted paper has not yet been accepted in such a peer-reviewed journal, the committee has absolute discretion in the acceptability of the manuscripts.

## **Non-conforming residencies**

The objectives for non-conforming residencies are the same as for conforming residencies. The means to reach them may be organised differently:

- The candidate should take any opportunity to attend organised lectures in basic sciences, as well as lectures or seminars in neurology and related disciplines in institutions with an organised training in neurology, in order to reach the 10 hours requirement for each basic science and the 50 hours minimum requirement for related disciplines (see conforming residency requirements)
- The candidate should, either with the tutor or with the tutor's agreement, organise his clinical and research publications

## **Direct Supervised training**

Training in neurology should be implemented in the host clinic. The minimum duration and type of the clinical training is identical i.e. 50 weeks in clinical neurology with primary responsibility on the cases but supervision by the tutor. After that, the candidate should be able to have complete responsibility in decision making during at least 20 weeks. Last year students and intern supervision is not required.

## **Tutorial supervised training**

The candidate should arrange a minimum of 25 weeks, in non-contiguous blocks, of directly supervised training in clinical neurology and neurosurgery, with primary responsibility on the cases.

The candidate should organise on a regular basis retrospective critique by the tutor of at least 250 other neurologic and related cases.

## **Credentials file submission**

Where to send the files:

Chairman of the Education committee, ECVN: [educom@ecvn.org](mailto:educom@ecvn.org).

Deadline:

The credentials file should be sent to the education committee chairman before January 15<sup>th</sup> (date of the post).

#### Payment:

Credentials submission fee is 40 euro, and it is a one time fee.

Pay by credit card or bank transfer as follows:

- download and print the included form, fill it with your credit card details and personal data and send it by ordinary mail or fax to the treasurer's address.
- bank transfer of exact fee (all charges paid by your bank) to:  
COMMERZBANK Hannover, Germany  
Account Europ.Kolleg. f. Veterinaerneurologie, number 3033800  
SWIFT code: COBADEFF 250  
Banc number 25040066  
IBAN number: DE34 2504 0066 0303 3800 00  
And send your payment details and personal data to the treasurer.

#### **Credentials file content (electronic format only)**

*Please send documents as **Microsoft Word or PDF files** in a CD by post AND by email to [educom@ecvn.org](mailto:educom@ecvn.org).*

- curriculum vitae,
- an education program form signed by the tutor (see Annex 1)
- an evaluation by the tutor about the level reached (this evaluation should be provided in a sealed envelope **or, preferably, sent by the supervisor by e-mail to the Chairperson of the Education committee**).
- a case log of at least 200 cases and a maximum of 300 cases, must be presented in a condensed tabular form (see Case Log Form). The candidate must demonstrate reasonable exposure to large animal cases.
- Evidence of acceptance for publication of at least one case report and one scientific paper. If the publications are not yet accepted, evidence of submission should be provided as well as a copy of the manuscript.
- Evidence of payment of the credentials file submission fee. This fee should be paid to the treasurer
- Include email and work address

#### Follow-up

The candidate will be notified by email of file receipt within 3 days. If the file is incomplete or if parts are not satisfactory, this will be notified to the candidate within 2 weeks of file receipt. Complete files are reviewed by the Education Committee members and a decision (sufficient/ not sufficient) is taken according to simple majority on three points:

- education,
- case management,
- publications.

A decision (complete, partial acceptance or rejection) will be notified to the candidate within 60 days (i.e. before March 15th). The education committee chairman may transmit to the candidate questions or concerns from the education committee members. In this case, the candidate is encouraged to give information and meaningful answers that can help the education committee members to reach a decision.

If parts of the credentials file are judged insufficient, reasons should be provided by the education committee as well as suggestion to reach the appropriate level.

The Education Committee chairman informs the Examination Committee Chairman about the accepted candidates.

### **Conflict of interest**

Education committee members that have been directly involved in the education of a candidate should withdraw from the decision process. If an education committee member feels for any other reason that his/her contribution to the decision process may represent a conflict of interest, he/she should warn the education committee chairman. If a majority can not be reached (quorum: 3 “sufficient” answers on each point), the education committee may ask to an additional ESVN diplomate to take part to the vote.

### **Examination**

Accepted candidates should sit the examination within five years beginning on September of the acceptance year. They are asked to inform the Examination Committee chairman about their intention to sit an examination session before June the 1st of the year of the examination.