

BAKER COLLEGE
Waiver Form - Office Copy
Veterinary Technology
Associate of Applied Science Degree

Acknowledgment Form - Limited Enrollment Programs

I have received the Health Sciences Program Information and understand each/all of the following: (Initial each line)

Health Requirements

- I may be required to provide documented proof of immunization and/or titers, current Tuberculosis (TB) test results, and other screenings pertinent to my chosen career field. I am responsible for all associated cost.
- Declination of immunization may prevent me from clinical placement.
- Exposure to latex is high in the healthcare field. I should notify my advisor if I have a documented latex allergy/sensitivity.

Clinical Requirements

- Clinical or externship experiences are based on site availability and determined by the Program Coordinator/Director/Dean of Health Sciences.
- Students are required to have reliable transportation to and from the assigned clinical location.
- Due to the limited number of clinical sites, some students may be required to travel a distance from the College. In some instances, students may need to relocate.
- Clinical experiences may require students to attend up to 40 hours per week. As a continuation of the student's education, the clinical experience is to be performed without remuneration. In the event a student is offered employment, this should be discussed with the Program Coordinator/Director/Dean of Health Sciences.
- The College provides professional liability insurance for all students during the clinical affiliation educational portion of his/her program, which covers any incident which might occur during the clinical affiliation experience. It does not cover any incident where the student is attempting to practice outside the scope of his/her education or outside the clinical affiliation site.
- Students are required to maintain health insurance during all clinical quarters and are responsible for any medical expenses incurred throughout the program. Information on low-cost, short-term insurance is available at your campus.
- I may be required to submit to a drug screen as part of my clinical affiliation. I am responsible for all associated cost.
- I understand that if drugs are reported on my drug screen results, it may impact my ability to complete program requirements, including though not limited to, clinical experience.
- I may be required to undergo a background check, as an entrance requirement for the health program I've selected or for some clinical affiliations. I am responsible for all associated cost.
- I am required to complete the requirements for my background check by the specified

deadline. Failure to do so may result in my being denied entry into the program, at which time my core classes may be dropped without advance notice to me.

___ I will immediately report, in writing, any conviction, pending court action, or other recorded event not yet reported, or which subsequently occurs, to my campus program director/Dean of Health Sciences.

___ A criminal record may prevent clinical placement, licensure or certification, and employment opportunities. Baker College reserves the right to deny entry into or remove from a program, any student whose background check reveals any conviction or recorded event of any nature.

___ I may be temporarily or permanently denied financial aid funding if I have been or am subsequently convicted of the possession or sale of illegal drugs for an offense that occurred while receiving federal student aid (such as grants, loans, work-study).

___ I may be required to undergo fingerprinting prior to clinical placement.

___ I may be required to complete the Central Registry Clearance form prior to placement in certain clinical settings.

Program Reentry

___ Eligibility for reapplication to the program is based on previous reasons for dismissal or withdrawal and is at the discretion of the Program Coordinator/Director/Dean of Health Sciences. Readmission is not guaranteed.

___ Reentry into some programs may be dependent upon limited program capacity and/or the availability of clinical sites.

___ Didactic and competency testing may be required according to accreditation, state, and/or program guidelines. Retesting may involve a fee.

Professionalism

___ I must abide by the ethics and standards accepted by professionals and technicians in my chosen career field, while in all classroom and clinical settings. This includes personal conduct, professional attitude, appropriate dress, and the confidentiality of student, client, and patient information. Any breach of these standards may result in dismissal from the program.

___ I understand that students are not allowed to use personal cell phones or other personal electronic devices to transmit clinical information, including photos.

___ I understand clinical site information is not to be discussed on any form of social network or any electronic account outside of those required by the instructor for class participation.

___ I agree to abstain from using computers at my clinical site for personal use and/or social networking.

___ Professional appearance may require a specified uniform. In all instances students are to refrain from low-cut tops, and clothing that reveals trunk skin when standing or sitting. Closed-toed shoes are required for laboratory and clinical settings. Hair, side-burns, facial hair, and nails are to be neat, clean, and trimmed to a length that will not interfere with safety and asepsis. Visible tattoos must be covered. Body piercing jewelry is not allowed.

___ I must comply with any changes in program requirements during my course of study.

LIMITED ENROLLMENT CRITERIA - PROGRAM APPLICATIONS

There are two sets of Limited Enrollment Criteria requirements. Please see your program advisor for which set applies to you.

LIMITED ENROLLMENT CRITERIA FOR PROGRAM APPLICATIONS:

- Full acceptance into the professional track of some programs is limited due to clinical site availability. Students compete to earn acceptance into these programs. Selection criteria have been developed to choose the most qualified students for limited enrollment programs. Students who have successfully completed the conditional acceptance requirements for their program are eligible to apply for full acceptance into the professional track of the program. Refer to the program information supplement for program specific details on the application process, the criteria used, and the courses used in the GPA calculations.
- Once selected through the limited enrollment criteria, for full acceptance into a program, students must complete program requirements including, but not limited to: program specific orientations, background checks, drug screens, etc. Please contact your campus official for additional information.

CRITERIA I

Weighted Prerequisite GPA of Selected Courses: The program will base the majority of admission points on prerequisite grades of selected courses. Each health science program has designated specific prerequisite courses where a minimum grade requirement must be met. Refer to the program pages for this information and a listing of the identified courses to be used in the calculations below. The grades earned in transferred courses will also be utilized in these calculations. (GPA is defined as the value on a 4.0 scale corresponding to a letter grade.)

- * Non-Weighted Courses:
 - * required prior to program application and acceptance
 - * hold no weight in the GPA calculation for admittance
 - * must be satisfactorily completed, per program requirements
 - * are not subject to withdrawal, repeat, and transfer policies
- * Single-Weighted Courses:
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 - * provide some significant prerequisite knowledge and skills and therefore holds some weight in the GPA calculations for admittance.
 - * subject to withdrawal, repeat, and transfer policies
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 - * subject to withdrawal repeat, and transfer policies
- * Test-Out Courses:
 - * these are not weighted courses

CRITERIA II

Withdrawal and Repeat of Prerequisite Selected Courses: Withdraw and/or repeat of single-weighted and double-weighted prerequisite courses will result in a reduction of admission points. Refer to the program information for a listing of the identified courses to be used in the calculations below.

Withdrawal:

- * does not apply to non-weighted classes
- * first incident of withdrawal of single-weighted and/or double-weighted courses (one or more courses in a given quarter) = forgiveness quarter with no reduction of admission points
- * subsequent withdrawals of single-weighted and/or double-weighted courses = 5 point reduction for each weighted course withdrawn

Repeats:

- * single- and double-weighted courses only
- * does not apply to non-weighted courses
- * repeat courses in which a grade is earned do not receive forgiveness and will result in a 5 point reduction for each attempt

- * exception is course greater than 60 months old repeated will not result in a loss of points

CRITERIA III

Transfer of single- and double-weighted prerequisite courses may result in a deduction of up to five admission points.

Transfer Credits:

- * single- and double-weighted courses only
- * does not apply to non-weighted courses
- * 0-5 credit transfer = 5 points earned
- * >5 credits = 0 points earned

CRITERIA IV

Entrance Exam Score: A program may require applicants to take an assessment test chosen by the College. Students may be allowed to repeat this test to improve his/her performance based upon program guidelines. Admission points will be added based on the score attained. Refer to the program requirements for entrance exam program specific information.

CRITERIA V

Reapplication students who have applied for entrance into a program's professional track in the past, who had completed all program entrance requirements and prerequisite coursework at or above the minimum grade required, but were not awarded a seat due to their standing and the limited program seat capacity may reapply to the program one more time, for a maximum of two attempts. Students reapplying to the program must complete the program reapplication process. Refer to the program information for program specific information.

- * Reapplication timeframe: Students may only be eligible to reapply within 12 months or the next application period, whichever comes first.

Student Responsibilities:

- ___ I am responsible to contact my campus Program Coordinator/Director/Dean of Health Sciences with any questions regarding program entry, reentry, retention, or completion.
- ___ I may be required to sign an additional waiver upon entrance to my program.

Student Name (Print)

Student UIN

Student Signature

Date

Baker College Representative Signature

Date

Printed: 2014/03/17

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Student Name (Print)

Student UIN

Student Signature

Date

Baker College Representative Signature

Date

Printed: 2014/03/17

BAKER COLLEGE
Program Information
Veterinary Technology
Associate of Applied Science Degree

Campuses: *Cadillac, Clinton Township, Flint, Jackson, Muskegon, Port Huron.*

Program Description

A veterinary technician can best be thought of as an animal nurse. By definition, a veterinary technician is a person who has completed a 2 year associate's degree in Veterinary Technology from an AVMA (American Veterinary Medical Association) accredited institution. The Veterinary Practice Act of Michigan allows veterinary technicians to do anything for the care of animals except diagnose disease, prescribe medication, and perform surgery. Besides providing nursing care, veterinary technicians also function as laboratory technicians, radiology technicians, pharmacy technicians, surgical technicians, and anesthesia technicians. In addition, veterinary technicians are often responsible for a majority of the client education that occurs in a veterinary practice, thus this is a profession that requires excellent communication skills.

The veterinary technology profession is very diverse and the opportunities for technicians are extremely varied. Career opportunities exist within, but are not limited to the following areas: small animal hospitals, large animal hospitals, research, education, pharmaceuticals, and the military. Accreditation is granted through the American Veterinary Medical Association, Committee on Veterinary Technician Education and Activities (AVMA, CVTEA). Cadillac, Clinton Township, Flint, Jackson, Muskegon, and Port Huron are currently accredited. Once a student has successfully graduated from an AVMA accredited program, they are able to sit for their state and national licensing exams. If the graduate passes both exams, they earn the title of Licensed Veterinary Technician (LVT) in the State of Michigan. Students who graduate will be eligible for licensure by the State of Michigan.

Program Status: Limited Enrollment

Accreditation Status

The Veterinary Technology Program is accredited by the American Veterinary Medical Association, Committee on Veterinary Technician Education and Activities (AVMA, CVTEA), 1931 North Meacham Road, Suite 100, Schaumburg, IL 60173-4630; (800) 248-2862; fax: (847) 925-1329; Web address: avma.org.

Credentials

Students who graduate from an AVMA accredited program are eligible for licensure by the State of Michigan. A graduate must successfully pass the state and national board examinations to become licensed in the State of Michigan and earn the title of LVT or Licensed Veterinary Technician.

Program Status

Limited Enrollment

Conditional Acceptance Requirements:

Students applying for acceptance into the program must have completed the following courses with a B- or better to be eligible for full acceptance into the professional courses in the Veterinary Technology program.

Required Courses:

- * ENG101
- * INF114, INF161
- * MTH111

Single-Weighted Courses:

- * ENG102
- * PSY101
- * SCI220A
- * SPK201

Double-Weighted Courses:

- * SCI111
- * VET101, VET112, VET113

Entrance Exam Value:

- * Does not apply.

Once selected through the limited enrollment criteria, for full acceptance into a program, students must complete program requirements including, but not limited to: program specific orientations, background checks, drug screens, etc. Please contact your campus official for additional information.

Criminal History/Background Check

Students may need to complete a background check in order to participate in externship experiences. A criminal history may limit externship site placement, employment opportunities, and may prevent licensure. The state of Michigan requires a criminal background check and fingerprinting at the time of application to sit for state and national board exams.

Essential Functions/Technical Requirements

These technical standards reflect performance abilities and characteristics that are necessary to successfully complete the requirements of the program at Baker College. These standards are not conditions of admission to the program. Persons interested in applying for admission to the program should review this information to develop a better understanding of the physical abilities and behavioral characteristics necessary to successfully complete the program. The College complies with the requirements and spirit of Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990. Therefore, the College will endeavor to make reasonable accommodations for participants with disabilities who are otherwise qualified.

- * Effectively communicate in English, both verbally and in writing (documentation), utilizing accurate and appropriate terminology with animals' families/owners, and members of the healthcare team in person or by telephone.
- * Effectively communicate with others when visualization of mouth/lips is restricted such as in a surgical setting.
- * Access information from books, reference manuals, computers, and paper and electronic medical documents to accurately perform duties and safely use equipment.
- * Auscultate body sounds, characterizes them and interprets findings appropriately.
- * Recognize and respond appropriately to distress sounds from animal and alarms/warning signals on animal-monitoring equipment directly and through intercommunication systems to ensure patient safety.
- * Detect and respond appropriately to odors in order to maintain environmental safety and patient needs.
- * Accurately palpate and interpret findings, i.e. palpation of pulses, lymph nodes or trachea to determine proper endotracheal tube size.
- * Accurately observe variations in skin color, integrity, pulsations, tissue swelling, etc.
- * Observe/guard and respond appropriately to animals' response before, during, and after treatment.
- * Accurately characterize and interpret the color, odor, clarity, and viscosity of body structures and fluids.
- * Obtain optimum quality of radiographic images and correctly interpret an ECG tracings recorded in shades of gray.
- * Safely perform tasks such as, loading a fine (5-0) suture onto needles while wearing safety glasses which requires fine motor control with corresponding hand-eye coordination.
- * Accurately assesses equipment, medication, solutions, and other products/supplies to ensure animal safety.
- * Accurately interpret and validate text, numbers, and graphs from print and video monitors.
- * Evaluate, synthesize, and communicate diagnostic information to the attending veterinarian.

- * Recognize and correct performance deviations.
- * Safely access, prepare supplies and instruments, and operate equipment in a variety of indoor settings (i.e. intraoperative, ICU, examination areas) and outdoor settings such as a farm field or barn.
- * Prioritize, organize, and utilize time-management skills to perform tasks.
- * Perform or assist with transfer, lifting, and positioning of large and small animals.
- * Demonstrate appropriate professional and procedural judgment decisions under stressful and/or emergency conditions (i.e. unstable patient condition), emergent demands (i.e. stat test orders), and a distracting environment (i.e., high noise levels, complex visual stimuli, aggressive animals).
- * Recognize potentially hazardous materials, equipment, and situations and proceed safely in order to minimize risk of injury to animals, self, and nearby individuals by referencing, utilizing and adhering to OSHA requirements such as MSDS (Material Safety Data Sheets) and universal precautions.
- * Adhere to HIPAA, professional standards and code of ethics, Baker College conduct guidelines, and clinical and externship sites' policies and procedures.

Application Process

Students may not apply to the same program on multiple campuses in a given application period.

Program Requirements

Students fully accepted into the Veterinary Technology program begin the professional portion of their program during the summer quarter. The professional track coursework requires a full-time rotation at all campuses except Jackson. Students must achieve a minimum GPA of 2.0 in each class in the professional track to progress in the program. Professional track Veterinary Technology courses do not transfer from campus to campus.

Health Requirements

Before beginning professional track courses, students will complete a Health Information form providing documentation of Tuberculosis (TB) status, immunization history and currency. This includes Rabies vaccination and Hepatitis B vaccination. Students may opt to sign Rabies and/or Hepatitis B vaccination declination forms. However, students should be aware that this may limit clinical or externship site placement. Students who are eligible may use financial aid to obtain a required Rabies vaccination.

Students should maintain health insurance during VET261 and VET272. Students are responsible for all medical expenses incurred while in the program. Some clinical and externship sites may not accept students without health insurance coverage. Failure to have health insurance could adversely affect clinical site placement. Information regarding low-cost, short-term policies is available.

Clinical Requirements

Each student must complete a minimum of 300 hours of clinical externship experience. Students will be assigned to clinical sites at the sole discretion the program director or clinical coordinator. These externship experiences are to be unpaid. Additional externship hours may be required to complete necessary competencies.

Re-entry into the Program

Students may apply for re-entry at the campus they began the professional tract. Re-entry must be within one year. Testing may be required before re-entry occurs.

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