

Dear Veterinary Technology Program Applicant:

Welcome to an exciting profession. Please examine this packet, which will provide you with information about becoming a Certified Veterinary Technician.

Enclosed you will find a course requirements, as well as, application forms and guidelines for admission to the program. Included are:

- Information about a career in Veterinary Technology
- Information about the Veterinary Technology Program
- Veterinary Technology Program Application Form
- Application Procedures
- Selection Process for Veterinary Technology Student Admission
- Information about the *Health Occupation Aptitude Examination-Revised*
- Requirements of admitted students
- Course description
- The Veterinary Technology Program Accreditation
- Expenses encountered in the Veterinary Technology Program

Questions regarding the admission process may be directed to:

Sincerely,

LeeAnn Greenwell, BS, DVM  
Program Director, Veterinary Technology Program  
Southern Illinois Collegiate Common Market  
3213 South Park Avenue  
Herrin, IL 62948  
(618)942-6902, ext. 314

## **What is a Veterinary Technician?**

The Veterinary Technician possesses both administrative, clinical, and technical skills necessary to assist the veterinarian in all phases of medicine and surgery for small, large, exotic, and lab animals. Technicians typically conduct clinical work in a private practice under the supervision of a veterinarian – often performing various clinical medical tests (urinalysis, parasitology, radiology) along with treating medical conditions and diseases in animals. Veterinary Technicians care for a wide variety of animals, such as cats, dogs, mice, rats, sheep, pigs, cattle, horses, birds, fish, and reptiles. They function as animal radiology, dental, surgery, and anesthesiology technicians.

Additional job opportunities include working in animal shelters, wildlife rehabilitation, medical research laboratories and private industry.

## **What is the Veterinary Technology Program at SICCM?**

The Veterinary Technology Program is an Associate Degree within the Applied Science Program. It is offered at SICCM through five community colleges.

The program curriculum covers small and large animal nursing, nutrition and husbandry, veterinary terminology, legal issues and office management, parasitology, surgical nursing, veterinary pharmacology, anesthesiology, radiology, emergency care, and clinical pathology. Students benefit from theoretical-based classroom learning, as well as extensive hands-on experience through internships at a variety of veterinary facilities.

### **Student objective of the Veterinary Technology Program:**

#### FIRST YEAR OBJECTIVES:

- ❖ Introduce students to the field of veterinary technology.
- ❖ Provide students with basic knowledge in areas of anatomy, physiology, radiology, animal nursing, surgical technology, pharmacology, clinical pathology, and veterinary practice management in preparation for the applied clinical courses.
- ❖ Provide a basic understanding and the functions of a Veterinary Technician as a team member of the veterinary medical team.
- ❖ Develop student's cognitive thinking skills.
- ❖ Prepare students for externships. Upon completion of the first year, students are expected to be familiar with the corresponding essential task list outlined by the American Veterinary Medical Association. The essential task list can be found in this handbook.

#### SECOND YEAR OBJECTIVES:

- ❖ Provide students with more advanced veterinary medical skills in clinical pathology, surgery, animal diseases and nutrition.
- ❖ Provide more exposure to a variety of species such as laboratory and exotic animals.
- ❖ Prepare the students to think and act independently.
- ❖ Prepare students for entry into the ever-changing work environment.
- ❖ Upon completion of the second year, students are expected to be familiar with the corresponding essential task list as outlined by the American Veterinary Medical Association.
- ❖ Meet qualifications for taking the national board exam and qualifying for a license as a Certified Veterinary Technician in the State of Illinois.

## **APPLICATION/ADMISSION**

Applicants need to register with the community college in their district. All Veterinary Technology Program (Vet Tech) application information should be mailed to the address of the college to which you are applying. Do not send applications to Southern Illinois Collegiate Common Market.

The college addresses are:

Tom Cardwell  
Director of Assessment  
**John A Logan College**  
700 Logan College Road  
Carterville, IL 62918  
(618) 985-3741

Kimberly Roberts  
Division Chair of Allied Health  
**Rend Lake College**  
468 North Ken Gray Pkwy  
Ina, IL 62846  
(618) 437-5321, ext 1251

Gina Searcy  
Nursing and Allied Health Department Chair  
**Southeastern Illinois College**  
3575 College Rd.  
Harrisburg, IL 62946  
(618) 252-5400 ext. 2442

Monica Brahler  
Registrar  
**Shawnee Community College**  
8364 Shawnee College Road  
Ullin, IL 62992  
(618) 634-3298 ext.3322

Micki Adams,  
Enrollment Specialist  
**Kaskaskia College**  
27210 College Road  
Centralia, IL 62801  
(618) 545-3046

The application procedures for the Veterinary Technology Program (Vet Tech) program are the same for John A Logan College, Kaskaskia College, Rend Lake College, Southeastern Illinois College, and Shawnee Community College:

- Graduate from an approved high school, or demonstrate equivalent competency(G.E.D. examination).
- Complete general admission procedures from your community college.
- By March 1, file the following VET TECH application information with the Assessment Office at college campus:
  - a. Completed VET TECH application form
  - b. Health Occupations Aptitude Test results  
Achieve competitive level on a composite selection score for the College. The five top-scoring applicants are awarded admission. This score is based upon the Health Occupations Aptitude Examination test results.
  - c. Official transcripts of previous college experience

**The applicant must not apply to the Veterinary Technology Program from more than one community college. If the student does apply at multiple community colleges, he/she will not be accepted into the program.**

**Application for Admission to the Veterinary Technology Program  
Entering Fall 2012**

Name of Applicant \_\_\_\_\_  
Last First Middle

Social Security Number: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

To which college VetTech Program are you applying with this application? In which college district are you a legal resident, as of March 1?

- |                                     |                                     |
|-------------------------------------|-------------------------------------|
| _____ John A. Logan College         | _____ John A. Logan College         |
| _____ Rend Lake College             | _____ Rend Lake College             |
| _____ Southeastern Illinois College | _____ Southeastern Illinois College |
| _____ Shawnee Community College     | _____ Shawnee Community College     |
| _____ Kaskaskia College             | _____ Kaskaskia College             |

Last High School Attended: \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_\_

Did you graduate? \_\_\_\_\_ Yes \_\_\_\_\_ No GED Certificate: \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you transferring courses taken at another college for consideration within the Vet Tech Program curriculum? \_\_\_\_\_ Yes \_\_\_\_\_ No

If YES: list all colleges from which you have requested official transcripts. Identify any earned credential and /or degree, including field of study.

School: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Credential/Degree: \_\_\_\_\_ Field of Study: \_\_\_\_\_

School: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Credential/Degree: \_\_\_\_\_ Field of Study: \_\_\_\_\_

Will transcripts be submitted under any other name(s)? YES \_\_\_\_\_ NO \_\_\_\_\_

If so, list name(s):

The undersigned certifies that the information contained herein is true, complete, and correct. It also certifies that the applicant has read, and agrees to, all application procedures.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

The Health Occupation Aptitude Examination-Revised (HOAE-R) will be administered at every college. Examination schedules and methods of test delivery vary among colleges. Colleges may use a paper/pencil or computer-delivered presentation or both. The HOAE-R will be administered frequently throughout each academic semester, although testing schedules will vary among colleges. On-request testing is available at some campuses.

Interested applicants must contact the person listed below to schedule a test date and time. Please call the below contacts for inquiries for test dates and deadlines.

Contact the following people to register for testing:

Tom Cardwell  
Director of Assessment  
John A Logan College  
700 Logan College  
Carterville, IL 62918  
(618) 985-3741

Gloria Oliver  
Testing Coordinator  
Rend Lake College  
468 North Ken Gray Parkway  
Ina, IL 62846  
(618) 437-5321, ext. 1268

Ed Rose  
Retention & Testing Ctr. Coordinator  
Southeastern Illinois College  
3575 College Rd.  
Harrisburg, IL 62946  
(618) 252-5400, ext. 2442

Kari Gholson  
Learning Skills Center Supervisor  
Shawnee Community College  
8364 Shawnee College Road  
Ullin, IL 62992  
(618) 634-3316

Scott Wernsman  
Testing Coordinator  
Kaskaskia College  
27210 College Rd  
Centralia, IL 62801  
(618) 545-3053

You will be charged a basic fee of \$25.00 by the college to take the Health Occupation Aptitude Examination – Revised. It is the preference of your college that you take the test at their campus testing center.

HOAE-R scores will be considered valid for two academic years. Colleges will cross check testing lists to be certain that an applicant has not taken the Health Occupation Aptitude Examination - Revised more than two times within an academic year.

If an applicant has taken this test more than two times total within an academic year, only the first two scores will be considered.



The five top-scoring students from each college will be admitted to the Southern Illinois Collegiate Common Market Vet Tech program. Accepted students will be informed of admission into the program by the admitting college, and will be required to reply if they desire to enter the program. Should an accepted student choose not to enter the class, the next student in the rank order for that campus will be notified of acceptance.

If a student is accepted to the program and chooses not to enter the fall class, any future admission must be by re-application. All students must make application for each year they wish to be considered for entrance into the Vet Tech Program. Health Occupations Aptitude Examination - Revised test results will be considered valid for two years.

No student may be admitted to any individual Southern Illinois Collegiate Common Market program more than two times within a five year period. After withdrawing from a single program two times, the student will be allowed to enter any other SICCM Program only one time. Withdrawing is defined as declining a previously accepted admission invitation within ten weeks of program start and/or withdrawing from class attendance before completing the first semester. Each campus may consider exceptions for extreme cases of unanticipated, non-elective health issues of self and family.

## Readmission to program

No student may be admitted to any individual Southern Illinois Collegiate Common Market program more than two times within a five year period. After withdrawing from a single program two times, the student will be allowed to enter any other SICCM Program only one time. *Withdrawing* is defined as declining a previously accepted admission invitation within ten weeks of program start and/or withdrawing from class attendance before completing the first semester. Each campus may consider exceptions for extreme cases of unanticipated, non-elective health issues of self and family.

## Admitted Student Program Requirements

Upon admission to the program students will be required to attend a **mandatory summer orientation session** which occurs at the end of May. At the orientation, students will receive a student handbook and important documentation. Documentation includes, but is not limited to, supplies needed for the program, course policies and physical exam forms; in which *proof of immunity to against Tuberculosis and current immunization against Tetanus will be needed to be recorded. These must be completed prior to the beginning of class.* Health insurance is required by all students prior to beginning classes. Students must provide proof of medical insurance in effect throughout the two year program.

A felony conviction may adversely affect the student's ability to be accepted by hospital clinical sites. Two internships are required for graduation from the Vet Tech Program. Therefore, the Southern Illinois Collegiate Common Market requires accepted students to complete a criminal history background check prior to beginning the Vet Tech Program. Information about this process will be provided to the student when he/she is informed of acceptance into the program.

As a condition of assignments to clinical educational experiences, admitted students will also be required to submit to a drug screening. The screening will be completed by a party selected by the Southern Illinois Collegiate Common Market, and paid for by the student. Information about the drug screen will be sent to a newly admitted student by the Southern Illinois Collegiate Common Market in an admission packet.

All students entering the program must complete a 30 Hour Veterinary Technology Clinical Experience/ Observation form. The experience may be paid employment by a veterinarian or job shadowing/volunteer work in a veterinary clinic. Experience can be gained at anytime. Upon completion of the experience the student and supervising veterinarian must sign the form and return by the first day of class.

Admission packets describing the drug screening information, criminal background check, physical examination, veterinary technician experience, vaccinations, and immunizations will be given to students at the summer mandatory orientation held at the Veterinary Technology Building. These packets will contain the forms and deadlines necessary to complete those requirements prior to the start of class.

## SICCM Veterinary Technology Program

### **Essential Functions Acknowledgment Statement**

Veterinary Technology program applicants should read, understand, and sign the following statement attesting to their belief that they can meet the essential standards listed below. This should be accomplished before admission to the SICCM/VET TECH Program.

Program acceptance in no way is based on applicant's limitations. Technical standards represent the essential non-academic requirements of the program that the student must master to successfully participate in the program and become employable.

Certain essential personal and physical attributes are key to success in the SICCM/VET TECH academic program and the clinical profession. These attributes include:

#### Visual Observation:

The student must possess visual acuity sufficient to allow each of the following:

1. Differentiation of colors and color changes during the performance of laboratory procedures.
2. Observation of patient conditions during clinical procedures.
3. Differentiation and identification of specimens using microscopic examination.
4. Reading instrument technical procedure manuals, standard operating procedures, specimen labels and other pertinent materials for patient care and professional practice.

#### Motor Function:

The student must possess motor functions sufficient to permit each of the following:

1. Performance of venipuncture
2. The ability to lift and restrain a 40 lb animal.
2. Lift and handle typical hand-held medical laboratory equipment and tools.
3. Manipulate clinical laboratory and surgical instruments and equipment in a manner consistent with standards of practice.

#### Communication Skills:

The student shall possess verbal and non-verbal skills adequate for transmitting to and receiving information from clients and veterinary personnel.

#### Behavioral and Social Skills:

The student must exhibit behavioral and social skills that are acceptable to the college and clinical settings.

**COURSE DESCRIPTIONS**

**SMALL ANIMAL NURSING I:**

COLLEGE:    JALC                RLC                SCC                SIC                KC  
COURSE #:    VET110                VET1210                VET110                VET110                VTEC110

COURSE DESCRIPTION:

Skill development in handling, restraint, and nursing techniques in dogs and cats. Emphasis on obtaining medical history, record keeping, bathing, administering medicine. Obtaining blood, urine, and fecal specimens, providing client information and preventive health.

**SMALL ANIMAL NURSING II:**

COLLEGE:    JALC                RLC                SCC                SIC                KC  
COURSE #:    VET111                VET 1211                VET111                VET111                VTEC111

COURSE DESCRIPTION:

A continuation of VET110 with emphasis on bandaging, venipuncture, immunology, dentistry, urinary diseases, and emergency nursing.

**ANIMAL ANATOMY & PHYSIOLOGY I:**

COLLEGE:    JALC                RLC                SCC                SIC                KC  
COURSE #:    VET 112                VET 1112                VET 112                VET 112                VTEC 112

COURSE DESCRIPTION:

This course provides an overview of the structure and function of animal body systems with a focus on homeostasis. Subjects covered include: fundamental cellular chemistry, physiology, cytology, histology, and anatomy of mammalian and avian species.

Laboratory work includes observation of histology slides as well as identification of structures from each system on selected mammal cadavers

**ANIMAL ANATOMY & PHYSIOLOGY II:**

COLLEGE:    JALC                RLC                SCC                SIC                KC  
COURSE #:    VET 113                VET 1113                VET 113                VET 113                VTEC 113

COURSE DESCRIPTION:

This course is a continuation of VET 112. Subjects covered include: fundamental cellular chemistry, physiology, cytology, histology, and anatomy of mammalian and avian species. Laboratory work includes

observation of histology slides as well as identification of structures from each system on selected mammalian and avian cadavers.

**LARGE ANIMAL NURSING:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET116            VET1216            VET116            VET116            VTEC116

COURSE DESCRIPTION:

Handling, restraint, and nursing techniques in horses, cows, swine, and sheep. Fundamentals of selection, management, genetics, nutrition, and physiology of farm animals.

**ANIMAL RADIOGRAPHY:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET117            VET1217            VET117            VET117            VTEC117

COURSE DESCRIPTION:

Utilization of radiographic equipment on animal and positioning for various anatomical exposures. With an emphasis on radiation safety and methods of obtaining high quality diagnostic pictures.

**VETERINARY PRACTICE MANAGEMENT:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET118            VET1218            VET118            VET118            VTEC118

COURSE DESCRIPTION:

Office practices used in a veterinary hospital including OSHA regulation, invoices, inventory, estimate preparation, record keeping, legal issues, grief management and customer relations.

**ANIMAL CLINICAL LAB I:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET119            VET1219            VET119            VET119            VTEC119

COURSE DESCRIPTION:

This course teaches routine laboratory testing with an emphasis on hematology, urinalysis, and fecal examination.

**ANIMAL SURGICAL TECHNOLOGY I:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET133            VET1233            VET123            VET133            VTEC133

COURSE DESCRIPTION:

Methods of surgery preparation with emphasis on surgery packs, instruments, autoclaves, sterile technique, surgical preps and suture material. An introduction to intubation and anesthesia.

**ANIMAL PHARMACOLOGY I:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET138            VET1238            VET138            VET138            VTEC138

COURSE DESCRIPTION:

A discussion of dosage and solution problems, dispensing procedures, client education, administration of drugs, and introduction to common veterinary drug classes.

**ANIMAL CLINICAL LAB II:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET219            VET2219            VET219            VET219            VTEC219

COURSE DESCRIPTION:

Continuation of VET 119. Emphasis on blood chemistry, internal parasites, CBC's, cytology, histology, sample preparation, and other veterinary diagnostic testing.

**ANIMAL CLINICAL ROTATION I:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET231            VET2231            VET231            VET231            VTEC231

COURSE DESCRIPTION:

Skill and proficiency development through participation in clinical rotations at Human Societies, clinical practices, animal disease lab and other clinical sites. Rotations include: equine, food animal, surgery, small animal radiology, necropsy, clinical pathology, wildlife, and exotic animals.

**CLINICAL ROTATION/TECH SKILLS:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET232            VET2232            VET232            VET232            VTEC232

COURSE DESCRIPTION:

Continuation of VET231. Students develop skills and proficiency through participation in clinical rotations at Humane Societies, clinical practices, animal disease lab and other clinical sites. Rotations include: equine, food animal, companion animal, wildlife, exotic animals, surgery, radiology, necropsy, clinical pathology, and practice management. Lecture topics will include review materials for national certifying exam.

**ANIMAL SURGICAL TECHNOLOGY II:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET233            VET2233            VET233            VET233            VTEC233

COURSE DESCRIPTION:

Continuation of VET 133 with emphasis on anesthesia, surgical assisting, trauma surgery, and ophthalmic and thoracic surgery.

**LABORATORY AND EXOTIC ANIMALS:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET235            VET2235            VET235            VET235            VTEC235

COURSE DESCRIPTION:

Students will be introduced to handling, restraint, and nursing techniques in common laboratory, exotic and wild animal species. Topics will include; care and use of laboratory animals, sanitary procedures, clinical pathology and common diseases.

**ANIMAL MANAGEMENT AND NUTRITION:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:   VET236            VET2236            VET236            VET236            VTEC236

COURSE DESCRIPTION:

This course will introduce basic principles of animal and herd health management including; nutrition, reproduction, pharmacology, vaccinations, diseases, and laboratory tests.

**ANIMAL PHARMACOLOGY II:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:    VET238            VET2238            VET238            VET238            VTEC238

COURSE DESCRIPTION:

A continuation of VET 128 with emphasis on drugs currently used in veterinary practice.

**ANIMAL DISEASES:**

COLLEGE:    JALC            RLC            SCC            SIC            KC  
COURSE #:    VET239            VET2239            VET239            VET239            VTEC239

COURSE DESCRIPTION:

This course introduces students to the causes, symptoms, diagnosis and treatment of selected diseases of companion animals. Students will gain knowledge of disease processes and how they affect companion animals. Student will learn about commonly seen disease within organ systems of mammals.

**ACCREDITATION STATUS**

The SICCM Vet Tech Program is accredited by the American Veterinary Medical Association (AVMA), Committee on Veterinary Technician Education and Activities (CVTEA). Graduates of the SICCM Vet Tech Program will qualify to sit for the Veterinary Technician National Examination administered by Professional Examination Service. This examination will be administered by appointment and after application once eligibility has been established. Successful completion of this exam confers the title of Certified Veterinary Technician.

## EXPENSES

Costs will vary among the five participating institutions because tuition fees per credit are not the same at all campuses. For specific campus tuition, consult individual school catalogs. Within this highly mobile program, admitted VET TECH students will be responsible for the following expenses:

1. Examination fee for Health Occupation Aptitude Examination –Revised (\$25.00, prior to admission)
2. Drug Testing (\$40.00) & Background check (\$37.00 and up)
3. Tuition
4. College fees and VET TECH Program fees (\$200.00/VET TECH Course),
5. Books
6. Costs of transportation to SICCM, field and clinical sites for courses, and internship locations
7. Scrub suits for clinical experiences, lab coat, and boots for large animal classes
8. Occasional supplies and equipment, including a SICCM scrubs, lab coat, stethoscope, bandage scissors, calculator, and a wrist watch with a second hand
9. Physical examination
10. Tests:
  - \*TB skin tests and/or possible chest x-rays
  - \* Possible Toxoplasmosis titers,
11. Immunizations
  - \* Tetanus
  - \* Possible Rabies
12. Demonstration of personal health insurance or Medicaid
13. Application fee for National (\$300.00) and State (\$106.30) Certification Examination
14. Professional organization fees:
  - \*Student membership in the North American Veterinary Technician Association (\$5.00)
  - \*Student membership in the Veterinary Technician Association of Illinois (free)
  - 15. Voluntary conference fees

The theoretical total cost for a student residing in the state of Illinois would be approximately \$12,828.00 to complete the Veterinary Technology program. This average cost is based on current tuition, classroom and laboratory fees, equipment required for completion of certain courses, textbooks, and travel costs. Travel expenses were included in our average cost estimate due to the large geographical area of the southern Illinois region.

Listed below are average cost estimates for the two years of instruction in the Veterinary Technology program.

Tuition	\$4,796.00 or 38% of total cost
Fees	\$3,400.00 or 26% of total cost
Textbooks	\$1,050.00 or 8% of total cost
Supplies	\$422.00 or 3% of total cost
Travel	\$3,269.00 or 25% of total cost