

To: The Board of Governors of the American College of Poultry Veterinarians

From: The Credentialing Committee (Dr. El-Gazzar, Dr. Schlegel and Dr. Long)

Date: November 9, 2021

The Credentialing Committee reviewed the applications, nominations and publications submitted by the applicants to the American College of Poultry Veterinarians. This year's field of applicants is strong and the committee recommends to the Board of Governors all applicants (listed below) be moved forward as having met the qualification requirements to sit for the exam.

- Alix Nelson
- Cameron Ellington
- Katie Burchfield
- Lucas Nickel
- Rachel Thiemann
- Taylor Boyett

The number of this year's applicants is smaller relative to previous years. However, the committee would like to point out that given the quality of the reviewed applications, no applicants were deemed unfit to sit for the exam this year. The Credentialing Committee views this trend of having fewer, but high quality applicants as a positive change that should be encouraged.

Other items discussed by the Credentialing Committee:

The requirement of 3 first authored case, research or technical reports suitable for publication is often a challenging requirement, particularly for the Experience and Training Program applicants. During this year's applications review meeting, the committee discussed, and is putting forward to the Board of Governors, multiple suggestions aiming towards clarifying, facilitating and improving the quality of submitted reports by the applicants.

The Committee agreed the nature of required reports is not well defined, which makes it even more challenging for the applicants and for the credentialing committee. Given the clinical nature of our college and of the exam, the committee thought that clinical reports and manuscripts should be encouraged, but not to the exclusion of basic research or other types of reports. This could encourage Experience and Training Program applicants to engage in intellectual projects that are more relevant to their expertise to produce higher quality publications. We recommend that the following language be added to the instructions for applicants and to the training document for the Credentialing Committee. "Clinical research reports are encouraged more than other types of publications. Examples of clinical research include, but not limited to case studies, vaccine application, diagnostics, treatments, disease transmission and epidemiology, disease prevention, control and eradication."

In past years, the committee did accept in-depth disease review papers. The committee agreed that review papers are acceptable if they summarize recent research or bring up a gap in knowledge to be addressed. Review papers are not specifically addressed in the training document under publications.

The committee agrees that review papers are acceptable but that no more than one of the publications be a review paper. This could also be another venue for Experience and Training Programs applicants to produce high quality publications. We recommend that the following language be added to the instructions for applicants and to the training document for the Credentialing Committee. "A limit of ONE, in depth review paper is acceptable if the review summarizes recent research or brings up a gap in knowledge to be addressed."

The committee agreed that it would be helpful for the applicants if there were examples of publications posted on the ACPV website showing what is to be expected as publications. Posting examples may prevent further applications from not meeting the publication requirements. Current committee members agreed to take on the task of selecting examples of abstracts if the board elects to adopt this suggestion.

Additionally, the committee agrees there is an apparent lack of attention for the quality of writing, readability, punctuation and spelling in some of the submitted reports. We recommend that the following language be added to the instructions for applicants and to the training document for the Credentialing Committee. "Submitted reports should meet acceptable standards of professional writing and readability and should be free of punctuation and spelling errors. Proofreading before submission is highly recommended."

On a different topic, this year was the first year where the primary/secondary sponsors system was adopted. However, in some incidences, on the some of the competency questions, there was an "I don't know" answer from the primary sponsor. This created confusion during the committee attempts to evaluate those applicants. The committee thinks that explanation is warranted whenever a primary sponsor marks "I don't know" or "not Competent" on one of the competency questions listed on the endorsement form. Preferably, secondary sponsors should also provide explanation in such incidences. We recommend that the following language be added to the endorsement form "If the answer is (I don't know) or (not competent), please provide explanation."

In the attached document, committee recommendations and suggestions are included and highlighted.

Respectfully submitted by:

Mohamed El-Gazzar

Ben Schlegel

Kathleen Long

**Credentials Review Committee
Training Document
2020**

Initial Review: The Executive Vice President reviews the applications to make sure:

- a) they are complete.
- b) proper documents are uploaded.
- c) documents are properly certified and if the original is in a language other than English, properly translated and certified.
- d) Reviews veterinary degree and eligibility to practice veterinary medicine

If the application contains improper documents, the Executive Vice President can contact the applicant. The Executive Vice President can reject any application that does not meet the requirements.

In Depth Review: The Credentials Review Committee is responsible for the in-depth review of applicant.

- a) Reviews appraisal by sponsors
- b) Reviews publications
- c) Evaluates the applicant's poultry specific experience or formal training
- d) Makes the decision regarding acceptability of an applicant to sit for the examination
- e) Generates a list of approved and unapproved applicants and sends the list to the Executive Vice President.

Definitions

Applicant: A person who has applied to take the exam and has not gone through credentialing review.

Candidate: A person who has applied AND has been approved by the Credentials Review committee as eligible to take the exam AND approved by Board of Governors.

Sponsor: must be an ACPV diplomate in good standing and have knowledge about the applicant's experience in poultry veterinary medicine. A sponsor's endorsement of an applicant indicates that the sponsor believes that the applicant has adequate training, experience and knowledge to sit and pass the exam.

Primary sponsor is an ACPV diplomate who has supervised or has direct knowledge of the applicant's experiences, competence, and skills in most, if not all, areas of the exam. See content of exam.

Secondary sponsors are ACPV diplomates that have partial knowledge of the applicant's experience, competence, and skills.

Veterinary Degree and Eligibility to Practice Veterinary Medicine

- a) Applicants must have earned a DVM or VMD or an equivalent veterinary qualification which would enable the applicant to practice veterinary medicine in the US or another country.
- b) All applicants must submit a diploma.
- c) The applicant who holds a veterinary degree from an AVMA accredited College or School of Veterinary Medicine must request an official veterinary diploma be sent directly to the ACPV office by their granting institution.

- d) The applicant who has graduated from a non-AVMA accredited College or School must have their diploma verified through a credential certification company with the verification sent directly from the company to the ACPV office.
- e) The applicant must have a valid license to practice veterinary medicine.

Sponsors' Evaluation

Be sponsored by three (3) Diplomates of the College. Only ACPV members in good standing will be allowed to sponsor exam candidates.

The sponsor's endorsement of a candidate's application certifies that the candidate has had training adequate to permit sitting for the examination. Sponsorship of a candidate is not to be taken lightly because the ACPV Credential Committee puts considerable trust in sponsors to determine the acceptability of a candidate. A sponsor's endorsement clearly does not guarantee success for the candidate, but it should guarantee that the candidate fulfills the minimum requirements and has been thoroughly prepared. As the mentor, the Primary sponsor must be intimately involved with the training, work or professional experiences of the candidate. Secondary sponsors must know in some detail what is being done for and by the candidate. Sponsors should serve as counselors who review all aspects of the candidate's training and progress on a regular basis. A primary or secondary sponsor must not have a conflict of interest with the candidate as viewed by an objective outside observer.

Publications

- a) The candidate shall have authored as first author three case, research or technical report standard suitable for publication or that make a potential contribution to the field of poultry veterinary medicine.
- b) Clinical research reports are encouraged more than other types of publications. Examples of clinical research include, but not limited to case studies, vaccine application, diagnostics, treatments, disease transmission and epidemiology, disease prevention, control and eradication. See provided examples.
- c) A limit of ONE, in depth review paper is acceptable if the review summarizes recent research or brings up a gap in knowledge to be addressed.
- c) More than 1 nutrition-based manuscript will not be allowed unless it is documenting a formulation mistake resulting in a deficiency/toxicity.
- d) Manuscripts dealing with Feed additives should demonstrate benefits to poultry health versus strictly feed conversion improvements.
- e) Chapters from a Dissertation or Thesis will not be accepted unless already published.
- f) In all cases, the applicant shall submit to the Executive Vice President for submission to the Credentials Committee a copy of the relevant article and/or reports described above.
- g) These articles must be translated into English.
- h) Abstracts or outlines of presentation will not be accepted.
- i) Submitted reports should meet acceptable standards of professional writing and readability and should be free of punctuation and spelling errors. Proofreading before submission is highly recommended.

Poultry Experience

The applicant should have knowledge and experience in all of the disciplines associated with poultry health, diagnostics and disease control. This includes microbiology, pathology, epidemiology, disease prevention, nutrition, US regulations, food safety, and environmental management regarding poultry. This should be confirmed by selected sponsors.

In addition to having earned a DVM degree or equivalent, the applicant must fulfill one of the following options:

Training Program Route: If the applicant has participated and completed an ACPV approved training program, they are considered fulfilling this requirement. See ACPV website for a list of Approved ACPV Training Programs.

Applicants applying for credentialing under the provisions of the ACPV approved training program route must provide one (1) of the following documents.

- a) An official copy of a certificate of completion, or
- b) Final transcripts of ACPV approved training program or
- c) A letter of anticipated completion from the program coordinator.
- d) *If a training route applicant finds that his or her program will not be completed by the time the exam fee is due, he or she must notify the ACPV Executive Vice President and the application will be withdrawn.*

Advanced Degree Route: Have earned the M.S. degree or an equivalent or higher postgraduate degree with major emphasis in Poultry Veterinary Medicine before or after obtaining the DVM or equivalent degree.

- a) Transcripts from such a program must be included in the application to allow determination of a sufficient degree of poultry medicine emphasis.
- b) Applicants must submit a diploma and transcripts from such a program to allow determination of a sufficient degree of poultry emphasis.
- c) Additional documentation must be submitted to ensure adequate field experiences.

Experience Route: Have completed 5 years of professional experiences after obtaining the DVM degree, relevant to Poultry Veterinary Medicine. Applicants must document one or more activities including, but not limited to, teaching, research, service or diagnostics with increasing responsibilities over this period of time.

Timeline

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| April 1 | Application Part 1 with sponsors names deadline |
| October 1 | Application Part 2 submission deadline |
| October 2 | Initial Review by Executive Vice President |
| October 15 | In Depth Review by Credentials Review Committee begins. |
| November 15 | Credential Review Committee sends a list of approved and unapproved applicants to the Board of Governors for ratification. An explanation is included for unapproved applicants. |
| November 16 | Board of Governors vote on Credentials Review Committee recommendations. |
| December 1 | Executive Vice President notifies all applicants. |