

ABVS Reviewer Checklist for Recognition Reports and Petitions

***American College of Poultry Veterinarians***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   | ***Questions*** | ***Yes*** | ***No*** | ***Comments*** |
|  | ***Does the veterinary specialty organization being reviewed:*** |  |  |
| 1 | Intend to ensure that improved veterinary medical services will be provided to the public?  | x |  |  |
| **2** | Have a necessary number of potential diplomates to serve a clearly demonstrable need within the profession? | x |  |  |
| **3** | Represent a distinct and identifiable specialty of veterinary medicine, one that is supported by a base of scientific knowledge and practice and that is acceptable to the profession and the public? | x |  |  |
| **4** | Establish and abide by clearly stated standards for admission to membership? | x |  |  |
| ***4a*** | *Does the specialty organization examine only veterinarians who have:* |  |  |  |
| ***4ai*** | *Graduated from a college or school of veterinary medicine accredited or approved by the AVMA, or possess a certificate issued by the Educational Commission for Foreign Veterinary Graduates (ECFVG), or are legally qualified to practice veterinary medicine in some state, province, territory or possession of the United States, Canada or other country?* | x |  |  |
| ***4aii*** | *Met the education, training, and experience requirements established by the specialty organization?* | x |  |  |
| ***4aiii*** | *Demonstrated unquestionable moral character and impeccable professional behavior?* | x |  |  |
| ***4b*** | *Does the specialty organization certify only veterinarians who have demonstrated, by meeting established training and/or experience requirements and by attaining acceptable scores on comprehension examination administered by the specialty organization, their fitness and ability to practice the specialty?* | x |  |  |
| 5 | Establish approved routes through education, training, and experience to qualify candidates for examination. An approved qualifying route is a route, either established or approved by the RVSO, through education, training, and experience to qualify candidates for examination in a timely manner. Approved qualifying routes can occur either within or outside a standard residency or degree program. Any experience requirements must be clearly defined, relevant to the objectives of the specialty, and amenable to evaluation and approval by the RVSO. | x |  | Would like to see more clearly defined criteria for the five years professional experience route with regards to how expectations for this experience align with the MS degree and residency training routes.  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | ***Questions*** | ***Yes*** | ***No*** | ***Comments*** |
| ***5a*** | *Does the specialty ensure that all training and/or experience requirements and all prerequisites for examination eligibility serve the purpose of assessing the competency of the candidate?* *Any specified experience requirements must be clearly defined, relevant to the objectives of the specialty, and amendable to evaluation.* | x |  | Concern whether training is similar with the different routes of training (MS programs pre and post DVM, residencies, five years of professional experience) and also regarding approval process for publications that are “suitable for publication or that make a significant contribution to the field” – subjective – requiring publication with approved list of journals would be a less subjective requirement. |
| ***5bi*** | *Are candidates informed of final credentials’ decisions at least 120 days before the examination date to permit adequate time for examination preparation or appeal of an adverse decision?* | ? | ? | Unclear, states notified 60 days after submission |
| ***5bii*** | *If a candidate’s credentials are denied and an appeal is filed, are candidates informed of the appeal decision at least 45 days before the examination date?* | x |  |  |
| ***5c*** | Does the specialty require any period that involves merely a passage of time (waiting period) between successful completion of formal training and permission to sit for examination?*The ABVS does not allow waiting periods.* |  | x |  |
| 6 | *Does the specialty encourage and implement special training beyond the professional veterinary degree to enhance the ability of candidates to meet certification requirements?* | x |  |  |
| 7 | *Does the specialty adhere to the following examination procedures:* |  |  |  |
| 7a | *All written and/or oral examinations must reflect the professional activities expected of the diplomate.* | x |  | Based on recent JTA |
| 7b | All candidates must receive a content outline (blueprint) of the exam and exam format prior to the exam. | x |  |  |
| 7c | *All candidates must be informed prior to the examination of the passing point, or if this is not determined in advance, the method of setting the passing point. The passing point may be adjusted lower but not higher after administering the exam.* | x |  |  |
| 7d | *Candidates who are not successful in the examination, including an oral examination, must upon request be provided with an explanation of the deficiencies that prevented their passing the examination.* |  | x | Example letter gave scores on the 3 parts of exam however did not provide details regarding deficiencies |
| 7e | *A reasonable time limit must be established (not to exceed 45 days) for providing candidates with the results of the examination. A procedure for providing failed candidates with an explanation of their deficiencies must be established and published by the organization prior to the examination.* | x |  |  |
| 7f | *Exam results must be sent to all candidates on the same day. All candidates must be informed of their remaining eligibility and reapplication procedures.* | x |  |  |
| 8 | Avoid personal conflict, or the appearance of conflict, that could affect results of examinations? | x |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | ***Questions*** | ***Yes*** | ***No*** | ***Comments*** |
| 9 | Establish a formal appeal procedure for candidates in case of an adverse decision by the specialty organization?*The appeal procedure must appear in the constitution or bylaws of the organization and must accompany each application form.* | x |  |  |
| **10** | Require recertification?  | x |  |  |
| *10a* | *If certificates are time-limited, is this clearly stated at the time certificates are awarded to new diplomates?*  | x |  |  |
| ***10b*** | Does the specialty encourage and implement special training beyond the professional veterinary degree to enhance the ability of diplomates to meet recertification requirements? | x |  |  |
| **11** | Have multiple specialties or subspecialties? |  | x |  |
| *11a* | *Is one unique certificate awarded for each recognized veterinary specialty?*  |  |  |  |
| **12** | Be legally incorporated as a not-for-profit educational organization within a state or district of the U.S., and have a determination made as to the federal tax and status of the organization? | x |  |  |
| **13** | Have liability insurance?  | x |  |  |
| **14** | Avoid contracts or agreements leading to activities outside the scope of the stated objectives of the organization? | x |  |  |
| **15** | Notify ABVS of all changes in the constitution and bylaws?*All changes should show previous and newly accepted wording. A clean copy of the current constitution and bylaws should be included with all reports and petitions submitted.* | x |  |  |

***General Comments/Concerns***

While very pleased that the ACPV undertook a Job Task Analysis and has developed a defendable method of determining pass points for the certification examination, I am concerned that the exams will not incorporate any new questions over a six year time period – veterinary medicine preventative and diagnostic methodology and regulatory requirements may change substantially over a six year period of time and a Diplomate should be knowledgeable on the most current information in these areas.

***Reviewers: \_Karen Campbell (secondary)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Date: \_\_\_\_\_Jan 19, 2016\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

*5/06/2010 revision*