THE UNIVERSITY OF TENNESSEE COLLEGE OF VETERINARY MEDICINE

2021–2022

PROFESSIONAL STUDENT HANDBOOK

Doctor of Veterinary Medicine

UTCVM
INSTITUTE OF AGRICULTURE
THE UNIVERSITY OF TENNESSEE

Table of Contents

Terms and Abbreviations **5**
Dean's Welcome Statement **6**
The Veterinarian's Oath **7**
Our Values **8**
Marks of Professionalism **9**
Guidelines for Professional Behavior at UTCVM *9*
University of Tennessee Honor Statement **9**
2021–2022 Academic Calendar **10**
UTCVM Buildings Map **11**
Introduction **12**
Purpose of Handbook *12*
Organization of the College **12**
College Administration *12*
Department Heads *12*
Office for Academic and Student Affairs *12*
Office of Research and Graduate Studies *13*
College and Veterinary Medical Center *13*
Academic Departments *13*
Admission **16**
Qualifications *16*
Application Information *16*
Selection Procedure *16*
Professional Curriculum **17**
Degree Requirements *17*
Licensure and Accreditation Examinations *17*
Accelerated Degree Programs *18*
Veterinary Public Health Concentration *18*
Externships *18*
International Externships & Study Abroad *19*
Class Schedules *19*
Pre-Clinical Curriculum *20*
Clinical Curriculum (Semesters 6–9) *21*
Course Descriptions *23*
General Duties and Responsibilities of Faculty and Professional Students **39**
Civility and Community *39*
Diversity and Inclusion *40*
Guidelines and Expectations for Instructors *41*
Guidelines for Students *41*
Course & Rotation Information **45**
Canvas/Course Materials *45*
Assignments and Grading *45*
Incomplete Clinical Grades *48*
Attendance & Participation *48*
Evaluation of Courses and Instruction *50*
Academic Honesty and Student Conduct Code **51**
Academic Standards Policy **52**
Academic Withdrawal *55*
Advanced Placement and Transfer of Students to UTCVM *56*
Transfer from the UTCVM *56*
Student Services **56**
Financial Support *56*
Registration *58*

Accommodations for Disabilities ... *58*
Faculty/Student Advising Program ... *59*
Student Life ... **59**
Career Counseling ... *59*
Veterinary Social Work ... *59*
Housing ... *61*
Facilities ... *61*
Ride the T – Campus Transit Service ... *62*
Employment ... *62*
Library ... *62*
Tutoring Services ... *63*
Veterinary Bookstore of Tennessee ... *63*
Office of Multicultural Student Life ... *64*
Pride Center ... *64*
Office of Diversity and Engagement ... *64*
International House (Center for Global Engagement) ... *64*
Student Participation on College Committees ... **64**
Summaries for Committees with Student Relevance ... *64*
Student Representation on Campus ... **67**
Student Organizations ... **67**
Policies and Regulations ... **70**
Title IX and Sexual Harassment ... *70*
Cell Phones and Cameras ... *71*
Social Media ... *71*
Smoke-Free Campus Policy ... *71*
Parking ... *71*
Pets within the UTCVM ... *72*
Day Boarding Policy ... *73*
Children in the Academic Setting ... *73*
Student Voting Rights ... *74*
Legal Name Changes ... *75*
Inclement Weather Policy ... *75*
State Veterinarian ... *75*
Student Safety and Potential Hazards ... **76**
Treatment of Animals ... *76*
Student Health Center & Health Insurance ... *76*
Student Injury ... *77*
Rabies ... *77*
Radiation Safety ... *77*
Student Biosafety during COVID-19 Pandemic ... *77*
General Biosafety Procedures ... *78*
Guidelines for Pregnant Veterinary Medical Students ... *78*
Hospital Security ... **80**
UT ALERT ... *81*
UTCVM Emergency Telephone Numbers ... *81*
Guidelines for Class Organization ... **81**
Year 1 Elections ... *81*
Year 2 and 3 Elections ... *82*
Class Financial Responsibilities ... *82*
Class Officers ... *82*
Special Student Events ... **83**
Advice for First-Year Students…from Upperclassmen ... **84**
Study Skills ... *84*
Disability ... *85*
Social ... *85*

Technical *86*
Clinical *86*
Appendices and Forms 87
Pertinent Veterinary Student Web Pages *87*
Uniform Student Application for Leave 89

Terms and Abbreviations

ABLE = Application-Based Learning Exercise

AC = Assessment Committee

ACVIM = American College of Veterinary Internal Medicine

AVMA COE = American Veterinary Medical Association Council on Education

AWE = Avian, Wildlife, and Exotics

CC = Curriculum Committee

CVF = Christian Veterinary Fellowship

DEI = Diversity, Equity, and Inclusion

ECCS = Emergency and Critical Care Society

FAFSA = Free Application for Federal Student Aid

GPA = Grade point average

IVSA = International Veterinary Students Association

MPH = Master in Public Health

NAVLE = North American Veterinary Licensing Examination

POD = Provisions on Demand Market

SDS = Office of Student Disability Services

SCAAEP = Student Chapter of the American Association of Equine Practitioners

SAVMA = Student American Veterinary Medical Association

SVECCS = Student Chapter of the Veterinary Emergency and Critical Care Society

UT = University of Tennessee

UTCVM = University of Tennessee College of Veterinary Medicine

VBMA = Veterinary Business Management Association

VBOT = Veterinary Bookstore of Tennessee

VEA = Veterinary Educational Assessment

VMC = Veterinary Medical Center

VSW = Veterinary Social Work

All qualified applicants will receive equal consideration for employment and admissions without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, genetic information, covered veteran status, and parental status. In accordance with the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, The University of Tennessee affirmatively states that it does not discriminate on the basis of race, sex, or disability in its education programs and activities, and this policy extends to employment by the University. Inquiries and charges of violation of Title VI (race, color, and national origin), Title IX (sex), Section 504 (disability), ADA (disability), Age Discrimination in Employment Act (age), sexual orientation, or veteran status should be directed to the Office of Equity and Diversity (OED), 1840 Melrose Avenue, Knoxville, TN 37996-3560, telephone (865) 974-2498. Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Equity and Diversity.

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Dean's Welcome Statement

The University of Tennessee (UT) is a land grant university with strong ties to agriculture. Whereas UT was established in 1794, the College of Veterinary Medicine is not nearly as old, having only been founded in 1974. Since our establishment, the college has educated and trained 2,754 competent veterinarians.

While we take great pride in our medical and biomedical discoveries, our true gift to veterinary medicine has been our teaching excellence. The faculty and staff work hard to ensure you are provided a comprehensive, pre-clinical medical background before providing you opportunities to develop your clinical competencies for your future success as a clinician. Although the veterinary degree program is challenging, you will experience great support from your professors, staff, fellow students, and the college administration. You will form great friendships as you make this professional journey–friendships that will last a lifetime.

All of you have worked hard to arrive at the University of Tennessee's College of Veterinary Medicine (UTCVM). Professional school is quite different from your undergraduate education. You will come to know your classmates well as you work through the 4 years of education together. Make sure you work hard to learn, but please also take time from the academic rigors of the program to nurture yourself and your friendships with others. We expect you to work hard, and we will do the same to help you reach your goal of becoming a truly outstanding veterinarian. We will act professionally, and we expect you to do the same. We take pride in teaching you because you are our future professional colleagues, and your success will always be attributed in some part to your time at UTCVM. There will be many hours of class lectures and laboratories and many clinical rotations to complete, but the journey is a special one that will be made better by all of us working together toward a common goal.

We are happy to have you here.

James P Thompson, DVM, PhD

The Veterinarian's Oath

Being admitted to the profession of veterinary medicine,
I solemnly swear to use my scientific knowledge and skills
for the benefit of society through
the protection of animal health and welfare,
the prevention and relief of animal suffering,
the conservation of animal resources,
the promotion of public health,
and the advancement of medical knowledge.

I will practice my profession conscientiously,
with dignity, and in keeping with the principles of
veterinary medical ethics.

I accept as a lifelong obligation the continual improvement
of my professional knowledge and competence.

Our Values

Quality
We strive for continuous quality improvement, individually and collectively, in all that we do.

Creativity and Innovation
We apply new concepts, ideas, and creative approaches to improve teaching, service, research, and college operations.

Commitment
Understanding the interdependence of our actions, we are therefore committed to the success of the college and each other.

Teamwork
We acknowledge that everyone's contribution is important. Working together, we place the mission of the college first and align our contributions, whether individual or in teams, toward that end.

Compassion
Recognizing the role of veterinary medicine in society, we will always strive to reach our goals with compassion for our patients, clients, and one another.

Integrity
We conduct ourselves with honesty and integrity, recognizing that upholding the public trust requires the highest standards of moral and ethical conduct.

Diversity
We promote racial, cultural, and gender diversity and equality to strengthen all program and service areas of the college to ensure maximum integration with the community and world we serve.

Professionalism
We honor our role in teaching, service, and research by valuing the principles and spirit of veterinary medical ethics.

Marks of Professionalism

Guidelines for Professional Behavior at UTCVM

It is understood that standards of professionalism are an important characteristic of the veterinary professional curriculum and the academic performance of professional veterinary students. As such, satisfactory professional conduct is assessed throughout the veterinary curriculum and is a requirement for graduation. The Academic Progress Committee decides remedial and disciplinary actions for students with deficiencies.

Preamble: Given that students, staff, and faculty are partners in the educational mission of the college, we accept the following as guidelines for professional conduct within the College of Veterinary Medicine community.

1. Professionals are committed to EXCELLENCE and strive to perform their best at all tasks. Professionals continuously strive for the acquisition of
2. knowledge and development of skills necessary to provide optimal animal and human health care.
3. Professionals exhibit high MORAL and ETHICAL STANDARDS.
4. Professionals act with COMPASSION for self and others and demonstrate a high regard for animal life and welfare.
5. Professionals conduct themselves with PRIDE, DIGNITY, and ALTRUISM, placing the needs of their patients, clients, and colleagues above their own personal gain.
6. Professionals treat others with RESPECT and COURTESY, showing respect for diverse backgrounds and opinions, and restraining from derogatory comments about others. Professionals communicate with their colleagues, clients, and the public so as to merit their full confidence and respect.
7. Professionals act with RESPONSIBILITY, showing respect for institutional policy, performing tasks as expected, and being accountable for their actions. Professionals maintain a working environment that reflects cleanliness and respect for property. Their appearance, behavior, and dress reflect favorably on their profession.
8. Professionals act with HONESTY and INTEGRITY, preparing thorough medical records and conveying accurate information to clients and other members of the medical team.
9. Professionals are TRUSTWORTHY and are prepared and prompt for daily activities.
10. Professionals exhibit COLLEGIALITY, performing with a pleasant, cooperative, and positive demeanor.
11. Professionals act with CONFIDENTIALITY in their relationships with patients, clients, and colleagues.
12. Professionals value and respect LEARNING and recognize that students, staff, and faculty are continually learning from and with each other.

University of Tennessee Honor Statement

"An essential feature of The University of Tennessee is a commitment to maintaining an atmosphere of intellectual integrity and academic honesty. As a student of the University, I pledge that I will neither knowingly give nor receive any inappropriate assistance in academic work, thus affirming my own personal commitment to honor and integrity."

2021–2022 Academic Calendar

Fall Semester 2021

Tennessee Leadership Camp	Wednesday–Thursday, August 11–12
Tennessee Welcome	Friday, August 13
Freshman Orientation/Sophomore PACT	Monday–Tuesday, August 16–17
Classes Begin	Wednesday, August 18
VEA Exam (Juniors)	Monday, August 30
Labor Day	Monday, September 6
Research Day (Freshmen/Sophomores)	Monday, September 20
Fall Break	Thursday–Friday, September 30–October 1
Midterm Weeks	Vary by class → Freshmen & Sophomores: Oct. 4–8; Juniors: Oct. 11–15
Interviews	Friday–Saturday, October 22–23
Thanksgiving Break	Wednesday–Friday, November 24–26
Classes End	December 1
Study Days	Vary by class → Freshmen: December 2 & 8; Sophomores: December 7 & 9; Juniors: Dec 2, 7, & 9
Exam Period	Vary by class → Freshmen & Juniors: Dec. 3–10; Sophomores: Dec. 2–13

Spring Semester 2022

Transitions Begin (Juniors)	Monday, January 3
Scrubbin' In (Juniors)	Thursday, January 6
Clinics Begin (Class of 2023)	Monday, January 10
Classes Begin	Monday, January 24
Interviews	Friday–Saturday, January 21–22
Mid-term Week	To be determined
Spring Break	Monday–Friday, March 14–18
Spring Recess (No classes)	Thursday–Friday, April 14–15
Scholarship Luncheon	To be determined
Last Day of Clinics (Class of 2022)	Monday, May 2 (8 a.m.)
Classes End	Tuesday, May 10
Study Day	Monday, May 11
Exam Period	May 12–18
Graduation Rehearsal & Lunch	To be determined
Senior Banquet	Friday, May 6
Commencement Ceremony	Saturday, May 7

**Note: Dates are tentative and may change due to COVID-19 requirements.*

UTCVM Buildings Map

Introduction

Information related to the process of veterinary education, specifically within the veterinary curriculum, is to be provided for all veterinary students. This professional student handbook does not deviate from established university Graduate School policies noted in the Graduate Catalog, but rather specifies ways in which those policies are administered. Some policies of the professional program vary from the Graduate School and are identified within this College of Veterinary Medicine Student Handbook.

Purpose of Handbook

Professional veterinary students are expected to be aware of and satisfy all regulations governing their work and study at the university. However, since not all aspects of graduate and professional study can be included here, students are urged to consult the following resources:

- Graduate Catalog (http://tiny.utk.edu/grad-catalog)
- Hilltopics (http://hilltopics.utk.edu/)
- Small Animal Departmental Handbook (https://liveutk.sharepoint.com/sites/utcvm/students/Shared%20Documents/handbooks/SACS_STUDENT_HANDBOOK.pdf)
- Large Animal Departmental Handbook (https://liveutk.sharepoint.com/sites/utcvm/students/Shared%20Documents/handbooks/UTCVM_LACS_Student_Handbook.pdf)

Organization of the College

College Administration

James P. Thompson, Dean

India Lane, Associate Dean, Academic and Student Affairs

David E. Anderson, Associate Dean, Research and Graduate Studies

Robert C. DeNovo, Jr., Associate Dean, Hospital Administration and Clinical Programs

(Pending) Assistant Dean, Academic and Student Affairs

Dennis R. Geiser, Assistant Dean, Outreach and Organizational Development

Stephen Kania, Assistant Dean, Research and Graduate Studies

Michael P. Jones, Director, Student Services, Diversity, and Recruitment

Department Heads

Biomedical and Diagnostic Sciences – Michael F. McEntee

Large Animal Clinical Sciences – Carla Sommardahl (interim)

Small Animal Clinical Sciences – Juergen Schumacher

Office for Academic and Student Affairs

The Office for Academic and Student Affairs is responsible for professional student admissions, student progress, financial aid, and registration. It coordinates the professional curriculum, handles evaluation of courses and instructors, and assists faculty in their instruction. In addition, the college strives to develop a diverse and vibrant student body and facilitate various student life programs and events. The office is headed by Dr. India Lane, the Associate Dean for Academic Affairs.

Office of Research and Graduate Studies

The Office of Research and Graduate Studies handles the administration of extramural research grants and contracts awarded to faculty, residents, graduate students, and veterinary students. The office also conducts intramural grant competitions for funding of proposals from faculty, residents, and veterinary students and administers the Comparative and Experimental Medicine graduate program, with Ms. Kim Rutherford as an academic advisor. The office is headed by the Associate Dean for Research and Graduate Studies, Dr. David E. Anderson, and Assistant Dean for Research and Graduate Studies, Stephen Kania.

College and Veterinary Medical Center

The academic program of the college is carried out by faculty in three departments: Department of Biomedical and Diagnostic Sciences, Department of Large Animal Clinical Sciences, and the Department of Small Animal Clinical Sciences

The veterinary medical hospitals are administered under the dean by interim head of the Department of Large Animal Clinical Sciences, Dr. Carla Sommardahl, and the head of the Department of Small Animal Clinical Sciences, Dr. Juergen Schumacher. These individuals are responsible for the professional services of the VMC.

A variety of groups, including councils and committees, have been established to increase college and hospital input into the decision-making process. The college faculty make up one group. Their organization is set forth in the Faculty Bylaws of the UTCVM. The dean, associate and assistant deans, and department heads constitute the UTCVM Executive Committee.

Academic Departments

Large Animal Faculty

Carla Sommardahl, Interim Department Head, Equine Internal Medicine	Karen McCormick, Equine Internal Medicine
Steve Adair, Equine Surgery	Pierre-Yves Mulon, Farm Animal Med & Surgery
David E. Anderson, Farm Animal Surgery	Charlene Noll, Emergency & Critical Care
Marc Caldwell, Farm Animal Field Services	Laura Norland, Emergency & Critical Care
Elizabeth Collar, Equine Surgery	Tulio Prado, Theriogenology
Madhu Dhar, Research	Mohammed Seddighi, Anesthesia
Tom Favale, Veterinary Social Work	Joe Smith, Farm Animal Medicine & Surgery
Meggan Graves, Equine and Farm Animal Field Services	Elizabeth Strand, Veterinary Social Work
Chiara Hampton, Anesthesia	Lew Strickland, Animal Science / Extension
Melissa Hines, Equine Internal Medicine	Tena Ursini, Equine Rehabilitation
Phillip Jones, Equine Surgery	Neal Valk, Equine Field Services
Andrea Lear, Farm Animal Field Services	Ricardo Videla, Farm Animal Medicine & Surgery
Eric Martin, Equine Field Services	Brian Whitlock, Farm Animal Field Services / Theriogenology

Small Animal Faculty

Juergen Schumacher, Department Head, Avian & Zoological Medicine	Stephanie Kleine, Anesthesiology
Jonathan Abbott, Cardiology	Liz Koster, Cardiology
Josep Aisa, Soft Tissue Surgery	India Lane, Internal Medicine/Education
Julia Albright, Veterinary Behavior	Chad Lothamer, Dentistry
Kimberly Anderson, Neurology	Cassie Lux, Soft Tissue Surgery
Lane Anderson, Instructor	Kristen Marshall, Emergency Med/Critical Care
Geneviève Bussieres, Anesthesiology	Olya Martin, Oncology
Andrew Cushing, Zoological Medicine	Dianne Mawby, Internal Medicine
Becky DeBolt, Shelter Medicine	Darryl Millis, Rehabilitation
Andrea Dedeaux, Oncology	Talisha Moore, Neurology
Elizabeth Drake, Dermatology	Federica Morandi, Radiology
Marti Drum, Rehabilitation	Maryanne Murphy, Nutrition
Connie Fazio, Radiology	Rajeev Nair, Community Practice
Braidee Foote, Ophthalmology	Zenithson Ng, Community Practice
Linda Frank, Dermatology	Shelly Olin, Internal Medicine
Rebecca Gompf, Cardiology	Angela Rollins, Nutrition
Cheryl Greenacre, Avian and Exotics Medicine	Julie Schildt, Critical Care & Emergency
Liz Guieu, Emergency & Critical Care	Julie Sheldon, Zoological Medicine
Ashley Hartley, Medicine	Christopher Smith, Anesthesiology
Silke Hecht, Radiology	Jennifer Stokes, Medicine
Diane Hendrix, Ophthalmology	William Thomas, Neurology
Adrian Hespel, Radiology	Karen Tobias, Soft Tissue Surgery
Michael Jones, Avian and Exotics Medicine	Dan Ward, Ophthalmology
Claudia Kirk, Internal Medicine and Nutrition	Jenny Weisent, Shelter Medicine

Biomedical and Diagnostic Sciences Faculty

Michael McEntee, Department Head and Pathology	Deb Miller, Pathology and Wildlife
Mohamed Abouelkhair, Immunology & Virology	Girish Neelakanta, Vector-borne Diseases
Tim Chamberlain, Anatomy	Kim Newkirk, Pathology
Sherry Cox, Pharmacology	Agricola Odoi, Epidemiology
Linden Craig, Pathology	Chika Okafor, Epidemiology
Michelle Dennis, Pathology	Sree Rajeev, Bacteriology
Robert Donnell, Pathology	Robert Reed, Anatomy
Alex Esteller-Vico, Endocrinology	Barry Rouse, Ocular Research
Kelli Fecteau, Endocrinology	Deanna Schaefer, Clinical Pathology
Bente Flatland, Clinical Pathology	John Schaefer, Parasitology
Michael Fry, Clinical Pathology	Marcy Souza, Public Health and Wildlife
Richard Gerhold, Parasitology	Mee-Ja Sula, Anatomic Pathology
Luca Giori, Physiology/Endocrinology	Hameeda Sultana, Vector-borne Diseases
Stephen Kania, Immunology	Sharon Thompson, Food Health and Safety
Denae LoBato, Pathology	

Admission

Each year, the University of Tennessee College of Veterinary Medicine (UTCVM) admits approximately 85 applicants (60 in-state residents and 25 out-of-state residents) to the 4-year program for the doctorate in veterinary medicine. Students prepare for the professional veterinary curriculum by taking 3 to 4 years of pre-veterinary course requirements as undergraduates.

Qualifications

A candidate must have completed the minimum pre-veterinary course requirements as listed at the time of matriculation.

- All pre-veterinary course requirements must be completed by the end of the spring term of the year in which the student intends to matriculate.
- All prerequisite courses must be completed with a grade of C or better.
- Pre-veterinary course requirements may be completed at any accredited college or university offering courses equivalent to those at the University of Tennessee, Knoxville.

For a full list of pre-veterinary course requirements, see https://vetmed.tennessee.edu/admissions/dvm/admissions-procedure/.

Application Information

Submission deadline: **September 15, 2021, 11:50 p.m. EST**

Application process: All applicants (resident and non-resident) must apply through the Veterinary Medical College Application Service (VMCAS). The VMCAS web-based application will be available online at https://portal.vmcas.org/.

Students are strongly encouraged to apply early to avoid online transmission congestion.

Application information packets may also be obtained from College of Veterinary Medicine, University of Tennessee, 2407 River Drive, Room A104C, Knoxville, TN 37996-4550.

Full application information is available at https://vetmed.tennessee.edu/admissions/dvm/admissions-procedure/.

Selection Procedure

Selection of applicants is a three-phase process and is normally completed by mid-February. Each phase is equally weighted in determining admission.

- **Phase One Evaluation:** Academic Review (includes GPA calculations and academic credits)
- **Phase Two Evaluation:** Holistic Admissions Packet Review (applications reviewed by faculty members on the Admissions Committee)
- **Phase Three Evaluation:** Non-academic evaluation and interview. Each applicant selected for Phase Three Evaluation will be interviewed during a single meeting with members of the college faculty and other members of the veterinary community. Each interview team member scores the applicant independently.

Technical Standards for Admission and progress also apply.

For more information on evaluation criteria, visit https://vetmed.tennessee.edu/admissions/dvm/admissions-procedure/.

Professional Curriculum

Supervision and oversight of academic credits earned by enrolled students will be administered by the Associate Dean for Academic Affairs.

Degree Requirements

The curriculum of the UTCVM is a 9-semester, 4-year program. Each class begins in August and graduates 4 years later in May. The first 5 semesters generally follow the traditional fall and spring sessions with the summer break following years 1 and 2. The final 4 semesters of the professional curriculum begin immediately following semester 5 and are continuous clinical rotation experiences extending over 68 weeks.

Semesters 1 & 2: Development of a strong basic science foundation is emphasized in the first 2 semesters. Courses consist mostly of pre-clinical subjects of anatomy (gross and microscopic), physiology, immunology, bacteriology, virology, and parasitology. Also included in the first year are clinical subjects of physical diagnosis and normal radiology. Considerable integration of subject matter is incorporated during this year.

Semesters 3–5: The third through fifth semesters include the study of diseases, their causes, diagnosis, treatment and prevention, and courses are team-taught on an organ system basis.

Semesters 6–9: The final 4 semesters are devoted to intensive education in solving animal disease problems involving extensive clinical experience in the VMC. Each student will participate in clinical rotations in the VMC and in required externships (preferably off-campus), with options to participate in research and alternative career studies.

Curriculum Features

Innovative features of this curriculum include 3 weeks of student-centered, small group, applied learning exercises in semesters 1 through 4; three weeks of dedicated clinical experiences in the VMC in semesters 1 through 4; and elective course opportunities, in semesters 2 through 9, which allow students to focus on individual educational/career goals. Students enrolled in the DVM program may register for up to 10 hours of graduate courses, and these hours will be credited toward DVM graduation requirements. Elective study offers a unique educational alternative for students in the UTCVM and is intended to enhance professional growth, concentration in an area of interest, and career opportunities.

In addition to education in the science and art of veterinary medicine, students receive instruction in subjects such as student success and wellness, cultural competency, conflict management, medical communication, professional ethics, jurisprudence, economics, and practice management.

Students in the 3rd year are required to pass a comprehensive examination prior to transitioning to clinical training. The norm-based reference pass point is set by the International Council on Veterinary Assessment. Two attempts are permitted. The curriculum also requires demonstrated competency of a minimum of 200 clinical skills by the conclusion of the 9th semester and successful completion of 153 credit hours, of which 62 will be completed within the final 4 semesters.

Licensure and Accreditation Examinations

NAVLE

In preparation for licensing in the field, the North American Veterinary Licensing Examination (NAVLE) should be taken in the final year, during the winter (November–December) test window. Should candidates fail to successfully pass the examination at this time, a second opportunity is offered during a spring (April) window, in order to be eligible to receive licensure to practice veterinary medicine.

The practice of veterinary medicine is controlled by a central agency in each state. In Tennessee, it is the Tennessee Department of Health (https://www.tn.gov/health/health-program-areas/health-professional-boards/veterinary-board/vet-board/licensure.html). Practice acts vary, but most states rely, at least in part, on results of the North American Veterinary Licensing Examination (NAVLE) to determine which applicants are qualified to practice in their state. For the 2021/2022 academic year, fourth-year

veterinary students are privileged to sit for the NAVLE examination during November–December 2021 or in April 2022. For information and deadlines on the NAVLE: https://www.icva.net/navle/.

Board of Veterinary Medical Examiners (Tennessee Licensure)

665 Mainstream Drive, 2nd Floor, Nashville, TN 37243; 615-532-5090 or 1-800-778-4123; Veterinary.Health@tn.gov

USDA Accreditation

For a recently graduated veterinarian to be able to participate in state and federal disease control, eradication programs, and to issue health certificates as a veterinarian, they must hold accreditation by the USDA. Students participate in accreditation training during transitions seminars in their 6th semester. Once licensed, the student can complete the accreditation process through the online application. For further information, contact the National Veterinary Accreditation Program coordinator for Tennessee (Robert Chadwell, Robert.S.Chadwell@usda.gov) and/or visit https://www.aphis.usda.gov/aphis/ourfocus/animalhealth/nvap/ct_become_accred.

Accelerated Degree Programs

Opportunities for advanced studies include dual participation in the DVM curriculum via the dual DVM/PhD program, DVM/MS programs, or the Master of Public Health program. Each of these study plans can be found in the Graduate Catalog or online:

- DVM/MPH: http://publichealth.utk.edu/degree-programs/mph/vph/
  - Contact Dr. Marcy Souza: msouza@utk.edu
- DVM/PhD: https://vetmed.tennessee.edu/research/cem-graduate-program/
  - Contact Dr. Stephen Kania: skania@utk.edu
- DVM/MS, Animal Science: http://catalog.utk.edu/preview_program.php?catoid=23&poid=10252
  - Contact Dr. Lannett Edwards (Dept of Animal Science): jedwards@utk.edu
- DVM/MS, Comparative and Experimental Medicine: https://catalog.utk.edu/preview_program.php?catoid=30&poid=13963&returnto=3878
  - Contact Dr. Stephen Kania: skania@utk.edu

Veterinary Public Health Concentration

A veterinary public health concentration is available for students enrolled in the DVM curriculum. This concentration is part of the Master of Public Health (MPH) degree in the College of Education, Health, and Human Sciences. For more information, see Public Health in the Graduate Catalog (http://publichealth.utk.edu/degree-programs/mph/vph/). The UTCVM shares governance of the concentration through the Public Health Academic Program Committee, and student advisors within this concentration are faculty in the UTCVM. This concentration requires a separate application to the MPH program.

Important registration instructions – to assure accurate classification of classes, registration for all veterinary students (including MPH/DVM, DVM/PHD, and other combined DVM programs) are through the UTCVM Office of the Associate Dean for Academic and Student Affairs.

Externships

Externship opportunities are considered valuable in the UTCVM curriculum. Students are eligible to participate in approved externships once they have begun their clinical curriculum; externships are not granted prior to this time. Externships may be performed throughout the clinical curriculum of the DVM program. The number of credits a student may earn by completing an approved externship is generally 2–6, but more in-depth content may necessitate lengthier externships. Externship credits a student may

accumulate toward graduation are 12, without using vacation. Available externship sites may be viewed at https://liveutk.sharepoint.com/sites/utcvm/students/SitePages/Educational%20Opportunities.aspx or the AVMA Student Externship Locator: https://myvetlife.avma.org/current-student/your-career/student-externship-locator. To request an externship: https://utk.questionpro.com/a/TakeSurvey?tt=X3VBPcpr/7I%3D.

International Externships & Study Abroad

International externship and study abroad programs are available through several organizations, including the summer program through the UT Center of Excellence in Livestock Diseases and Human Health; Morris Animal Foundation; Giessen, Germany, and Kitasato, Japan, Summer Study Programs; Belize; Africa; and Texas A & M University. We encourage students to consider the value of such intercultural exchange, but funding is not currently available within the UTCVM curriculum.

Financial aid may be available. One possible source of financial aid is through the UT Graduate Student Senate: https://gss.utk.edu/travel-awards/information/. Other potential sources of funding are available through such mechanisms as McClure Scholars (https://cie.utk.edu/mcclure-scholars/), Elanco, and UTIA's Smith International Center (https://smithcenter.tennessee.edu/). All students participating in programs abroad, including international externships, must register with the Center for International Education (https://cie.utk.edu/travel/).

Class Schedules

Class schedules for all veterinary students are prepared and distributed through the UTCVM Office of the Associate Dean for Academic Affairs at the beginning of each semester. Since an attempt is made to optimize the use of limited resources and time, a uniform weekly schedule is not always possible. Thus, the distributed schedule includes each day of the semester, indicating the course and room for each period. To allow ready use of the college lecture halls, the schedules for first- through third-year courses conform to the following timing of class periods. Elective courses and surgical labs may sometimes fall during the noon lunch hour or after 6 pm.

UTCVM Class Times

Class Period	Meeting Time
1	8:00 am – 8:50 am
2	9:00 am – 9:50 am
3	10:00 am – 10:50 am
4	11:00 am – 11:50 am
5 (Lunch)	12:00 pm – 12:50 pm
6	1:00 pm – 1:50 pm
7	2:00 pm – 2:50 pm
8	3:00 pm – 3:50 pm
9	4:00 pm – 4:50 pm
10	5:00 pm – 5:50 pm

Pre-Clinical Curriculum

Year 1

Term	Course No.	Course Name	Credit Hours
Fall	VMP 801	Application-Based Learning Exercise (ABLE) (All SA)/Clinical Exposure (CE)	1
Class of 2025	VMP 810	Veterinary Anatomy I (All SA)	4
	VMP 811	Bacteriology and Mycology	2
	VMP 812	Professional Skills, Wellness, & Ethics I	1
	VMP 813	Immunology	2
	VMP 814	Physiology and Microscopic Anatomy I	4
	VMP 815	Introduction to Animal Behavior	1
	VMP 816	Physical Diagnosis I (All SA)	0.5
	VMP 817	Normal Radiology I (All SA)	0.5
Spring	VMP 802	ABLE (All LA)/CE	1
Class of 2025	VMP 820	Veterinary Anatomy II (All LA)	3
	VMP 821	Virology	2
	VMP 822	Professional Skills, Wellness, & Ethics II	1
	VMP 823	Parasitology	2
	VMP 824	Physiology and Microscopic Anatomy II	4
	VMP 825	General Pathology	2
	VMP 826	Physical Diagnosis II (All LA)	0.5
	VMP 827	Normal Radiology II (All LA)	0.5
	VMP 828	Pharmacology	2
	*	Elective I/II	0–2

Year 2

Term	Course No.	Course Name	Credit Hours
Fall	VMP 803	ABLE & CE II	2
Class of 2024	VMP 831	Clinical Pathology	2
	VMP 832	Professional Skills, Wellness, & Ethics III	0.5
	VMP 833	Public Health & Epidemiology	3
	VMP 834	Anesthesiology	2
	VMP 835	Principles & Practice of Surgery	2
	VMP 841	Respiratory System	3
	VMP 845	Cardiovascular System	2
	VMP 846	Business Management	0.5
	*	Elective I/II/III/IV	1–3
Spring	VMP 804	ABLE & CE III	2
Class of 2024	VMP 830	Alimentary Systems	3
	VMP 837	Endocrine System	2
	VMP 838	Dentistry	0.5
	VMP 840	Musculoskeletal System	3
	VMP 842	Professional Skills, Wellness, & Ethics IV	0.5
	VMP 843	Integumentary System (Dermatology)	2
	VMP 844	Special Senses (Ophthalmology)	2
	VMP 853	Oncology	2
	*	Elective II/III/IV/V	1–3

Year 3

Term	Course No.	Course Name	Credit Hours
Fall	VMP 850	Reproductive System	3
Class of 2023	VMP 851	Urinary System	2
	VMP 852	Nervous System	3
	VMP 853	Oncology	2
	VMP 854	Multispecies Medicine	2
	VMP 855	Radiology/Ultrasound	3
	VMP 856	Veterinary Nutrition	1
	*	Elective III/IV/V	1–3
Spring	VMP 860	Transition & Accreditation Seminars	2

*Multiple possibilities. 5 elective credits must be accumulated across the pre-clinical years.

Clinical Curriculum (Semesters 6–9)

Required Core Rotations/Courses: 38 credit hours (weeks), including externships

Course No.	Course Name	Credits
VMC 800	Pathology	2
VMC 801	Diagnostic Skills	2
VMC 802	Diagnostic Imaging	4
VMC 803	Anesthesiology	4
VMC 810	Small Animal Medicine	4
VMC 811	Small Animal Community Practice	2
VMC 812	Shelter Medicine–Spay/Neuter	2
VMC 813*	Small Animal Soft Tissue Surgery	2
VMC 814†	Small Animal Emergency Medicine	2
VMC 820	Equine Medicine	2
VMC 821	Farm Animal Medicine and Surgery	2
VMC 823*	Equine Surgery	2
VMC 824†	Large Animal Emergency Medicine and Critical Care	2
VMC 825	Farm Animal Field Service	2
VMC 826	Equine Field Services	2
VMC 890	Externship (off-campus educational experience)	2–6
VMC 891	Externship (off-campus educational experience)	2–6

*Either rotation may be used to fulfill core requirement.

†Either rotation may be used to fulfill core requirement.

Elective Rotations/Courses: 24–30 credit hours (weeks)

Course No.	Course Name	Credits
VMC 830*	Dermatology	2
VMC 831*	Ophthalmology	2
VMC 832*	Neurology	2
VMC 840	Small Animal Orthopedic Surgery	2
VMC 841	Small Animal Physical Rehabilitation	2
VMC 842	Cardiology	2
VMC 843	Oncology	2
VMC 844	Avian & Exotic Medicine and Surgery	2
VMC 850	Advanced Pathology	2–4
VMC 852	Laboratory Animal Medicine	2–4
VMC 853	Advanced Anesthesia	2–4
VMC 860	Advanced Dermatology	2–4
VMC 861	Advanced Small Animal Medicine	2–4
VMC 862	Shelter Medicine	2–4
VMC 863	Small Animal Nutrition and Animal Behavior	2
VMC 864	Zoological Medicine	2–4
VMC 865	Small Animal Dentistry	2–4
VMC 871	Swine Medicine Production (IA State—Consent of SMEC faculty required)	2–8
VMC 872	Bovine Production Medicine (2 rotations/year)	2
VMC 873	Theriogenology	2–4
VMC 874	Equine Performance & Rehab (limited availability)	2
VMC 880	Special Topics: Clinical Rotation in Equine Podiatry and Farrier Sciences (limited availability)	2
VMC 880	Special Topics: Equine Practitioner (limited availability)	2
VMC 880	Special Topics: Small Ruminant and Camelid Health (limited availability)	2
VMC 880	Elective Clinical Rotation I (Special topics)	2–4
VMC 881	Elective Clinical Rotation II (Special topics)	2–4
---	Vacation (6 weeks)	

*Opt-out core.

Course Descriptions

Pre-Professional, Non-Credit Course

Veterinary Anatomy Boot Camp – A 10-day, not-for-credit summer course in small animal gross anatomy. Introduces participants to anatomic terminology and anatomic dissection of the canine, prior to taking the required gross anatomy course (VMP 810) in the fall of the first semester. Dissection-oriented and designed as an introduction in anatomy to introduce a broad number of concepts taught during VMP 810 and to familiarize students with new terminology and structure names. Held each weekday from 9 a.m. to 4 p.m., with an hour free for lunch. Content includes three lectures and twenty 3-hour laboratories presented by Dr. Robert Reed, instructor for VMP 810. Dissection guides, dissection utensils, and parking passes are provided. The goal in providing this short course is to assure student success in the first-year veterinary curriculum and provide an overview for those who may have limited anatomy experience or those who would like an in-depth review. This course is open to the first 40 individuals to sign up and pay the registration fee.

Veterinary Medicine – Pre-Clinical (VMP)

VMP 801 – Application-Based Learning Exercise (ABLE) I and Clinical Exposure (CE) I
1 Credit Hour. Small group, student-centered learning sessions with faculty facilitator for self-discovery of new information. Week-long sessions based on specific clinical case or problem, and integration of basic science and clinical material. Small animal focus.

Grading Restriction: Satisfactory/No Credit grading only.

VMP 802 – Application-Based Learning Exercise (ABLE) II and Clinical Exposure (CE) II
1 Credit Hour. Small group, student-centered learning sessions with faculty facilitator for self-discovery of new information. Week-long sessions based on specific clinical case or problem, and integration of basic science and clinical material. Large animal focus.

Grading Restriction: Satisfactory/No Credit grading only.

VMP 803 – Application-Based Learning Exercise (ABLE) and Clinical Exposure III
2 Credit Hours. Week-long small group, student-centered learning sessions with faculty facilitator for self-discovery of new information; based on specific clinical case or problem; integration of basic science and clinical material. One week of clinical experience through participation in specific clinical rotations in Veterinary Medical Center.

Grading Restriction: Satisfactory/No Credit grading only.

VMP 804 – Application-Based Learning Exercise (ABLE) and Clinical Exposure IV
2 Credit Hours. Week-long small group, student-centered learning sessions with faculty facilitator for self-discovery of new information; based on specific clinical case or problem; integration of basic science and clinical material. One week of clinical experience through participation in specific clinical rotations in Veterinary Medical Center.
Grading Restriction: Satisfactory/No Credit grading only.

VMP 810 – Veterinary Anatomy I
4 Credit Hours. Lectures, laboratories, and demonstrations are used in an integrated approach to the study of macroscopic (gross), clinically-relevant anatomy, including neuroanatomy, and embryology of common domestic animals. Dissections of embalmed specimens, prosections, plastinated specimens, and radiographs of common domestic species are examined for comparative purposes. Small animal focus.

VMP 811 –Bacteriology and Mycology
2 Credit Hours. Fundamental aspects of microbiology and cell biology relative to pathogenesis of bacterial and fungal diseases of animals: antimicrobial actions and mechanisms of bacterial resistance. General approaches to diagnosis, treatment, and prevention.

VMP 812 – Professional Skills, Wellness, and Ethics I
1 Credit Hour. Development of essential non-technical skills needed for veterinary professional competence. Some of the areas covered include leadership, finance management, ethical decision-making, and wellbeing. Students learn skills in medical academic achievement, personal finance management, stress management, career paths in veterinary medicine, communication and leadership needed in effective teamwork, the basics of mental health in the veterinary setting, and thoughts on a wide spectrum of current veterinary ethical issues.

Grading Restriction: Satisfactory/No Credit Grading only.

VMP 813 – Immunology
2 Credit Hours. Basic biology and practical aspects of immunology: cells of the immune system, immune function and dysfunction, immunoprophylaxis, diagnostic testing, and specific diseases involving the immune system.

VMP 814 – Physiology and Microscopic Anatomy I
4 Credit Hours. Introduction to physiologic concepts and problems that form the basis for clinical applications and for formal training in pharmacology, medicine, pathology, and surgery. Cellular, neural, cardiovascular, renal, respiratory, digestive, endocrine, and reproductive physiology. Lectures and laboratories for the study of embryology, microscopic anatomy, and radiographic anatomy in common domestic animals and to relate structure with function.

VMP 815 – Introduction to Animal Behavior
1 Credit Hour. Basic principles of normal and abnormal animal behavior in domestic animals; clinical case discussions to illustrate common behavioral problems and current approaches to therapy.

VMP 816 – Physical Diagnosis I
0.5 Credit Hour. Basic care, feeding, restraint, and handling of domestic animals. Introduction to physical examination and diagnostic techniques used by veterinarians. Small animal focus.

VMP 817 – Normal Radiology I
0.5 Credit Hour. Basic principles of radiology, including physics and artifacts, and normal radiographic anatomy in small animals. Small animal focus.

VMP 820 – Veterinary Anatomy II
3 Credit Hours. Lectures, laboratories, and demonstrations are used in an integrated approach to the study of macroscopic (gross) clinically relevant anatomy, including neuroanatomy, and embryology of common domestic animals. Dissections of embalmed specimens, prosections, plastinated specimens, and radiographs of common domestic species are examined for comparative purposes. A continuation of VMP 810. Large animal focus.

VMP 821 – Virology
2 Credit Hours. Structural and genetic bases for classification of animal viruses into separate families. Molecular biology of viral replication and viral pathogenesis.

VMP 822 – Professional Skills, Wellness, and Ethics II
1 Credit Hour. Development of essential non-technical skills needed for veterinary professional competence. Some of the areas covered include leadership, finance management, ethical decision-making, and wellbeing. Students learn skills in medical academic achievement, personal and business finance, stress management, career paths in veterinary medicine, communication and leadership needed in effective teamwork, the basics of mental health in the veterinary setting, and thoughts on a wide

spectrum of current veterinary ethical issues. Successive courses in this series teach advanced skills. A continuation of VMP 812.

Grading Restriction: Satisfactory/No Credit grading only.

VMP 823 – Parasitology
2 Credit Hours. Principles of parasitology: protozoology, helminthology, and entomology and relationship to diseases in animals.

VMP 824 – Physiology and Microscopic Anatomy II
4 Credit Hours. Introduction to physiologic concepts and problems that form the basis for clinical applications and for formal training in pharmacology, medicine, pathology, and surgery. Cellular, neural, cardiovascular, renal, respiratory, digestive, endocrine, and reproductive physiology. Lectures and laboratories for the study of embryology, microscopic anatomy, and radiographic anatomy in common domestic animals and to relate structure with function. A continuation of VMP 814.

VMP 825 – General Pathology
2 Credit Hours. Principles of pathobiology: causes of disease, disturbances of cell growth, and inflammation.

VMP 826 – Physical Diagnosis II
0.5 Credit Hour. Basic care, feeding, restraint, and handling of domestic animals. Introduction to physical examination and diagnostic techniques used by veterinarians. A continuation of VMP 816. Large animal focus.

VMP 827 – Normal Radiology II
0.5 Credit Hour. Basic principles of radiology, including physics and artifacts, and normal radiographic anatomy in large animals. A continuation of VMP 817. Large animal focus.

VMP 828 – Pharmacology
2 Credit Hours. Principles of pharmacokinetics and pharmacodynamic properties of veterinary drugs; mode of action and pharmacologic effects including important metabolic aspects, chemical and physical properties, side effects (toxicities), and clinical application.

VMP 830 – Alimentary Systems
3 Credit Hours. Pathophysiology, special pathology, medicine and surgery of diseases of alimentary systems.

VMP 831 – Clinical Pathology
2 Credit Hours. Pathophysiology and diagnosis of hematologic and clinical biochemical disorders in domestic animals; interpretation of laboratory test results using illustrative clinical cases.

VMP 832 – Professional Skills, Wellness, & Ethics III
0.5 Credit Hour. Development of essential non-technical skills needed for veterinary professional competence. Some of the areas covered include leadership, finance management, ethical decision-making, and wellbeing. A continuation of VMP 822.

Grading Restriction: Satisfactory/No Credit grading only.

VMP 833 – Public Health and Epidemiology
3 Credit Hours. Study of distribution and determinants of disease in animal populations. Host-agent relationships, public health aspects of veterinary medicine and role of veterinarians in ecology and food hygiene. Use of knowledge (evidence) gained from management of clinical patients in past to improve future clinical decision-making processes.

VMP 834 – Anesthesiology
2 Credit Hours. Principles of anesthesiology: pharmacology of anesthetic agents, and introduction to anesthetic techniques in veterinary medicine.

VMP 835 – Principles and Practice of Surgery
2 Credit Hour. Principles of veterinary surgery: aseptic technique, patient and surgeon preparation, control of surgical hemorrhage and infection, and general operating room procedures. Proper methods of tissue handling, surgical instrumentation, and selection of suture materials and suturing patterns. Pathophysiology of surgical and accidental wounds: wound healing and management.

VMP 836 – Toxicology
2 Credit Hours. Principles of toxicology, molecular mechanisms, pathologic processes and clinical features of animal diseases caused by common toxic agents.

VMP 837 – Endocrine System
2 Credit Hours. Pathophysiology, medicine and surgery of diseases of the endocrine system. Mechanisms of endocrine and metabolic diseases: therapy and prevention.

VMP 838 – Dentistry
0.5 Credit Hours. Dental anatomy, formulas, and development of basic diagnostic and treatment plans, as well as the pathophysiology, clinical description, and basic treatment modalities of common dental disorders of small animals. Course will briefly cover the care and use of instruments and equipment found in a modern dental practice.

VMP 840 – Musculoskeletal System
3 Credit Hours. Pathophysiology, clinical description and basic treatment modalities of common diseases and conditions of skeletal system of small and large animals: development of basic diagnostic and treatment skills. Special pathology, medicine and surgery of diseases of muscular and skeletal systems. Advanced principles, radiographic interpretation, and surgical procedures.

VMP 841 – Respiratory System
3 Credit Hours. Pathophysiology, special pathology, medicine and surgery of diseases of the respiratory system. Upper and lower respiratory systems: infectious and noninfectious diseases.

VMP 842 – Professional Skills, Wellness, & Ethics IV
0.5 Credit Hours. Development of essential non-technical skills needed for veterinary professional competence. Some of the areas covered include leadership, finance management, ethical decision-making, and wellbeing. A continuation of VMP 832.

Grading Restriction: Satisfactory/No Credit grading only.

VMP 843 – Integumentary System
2 Credit Hours. Pathophysiology, special pathology, medicine, and surgery of diseases of the integumentary system. Laboratory examination, pathology, diagnosis, and treatment.

VMP 844 – Special Senses (Ophthalmology)
2 Credit Hours. Pathophysiology, special pathology, medicine and surgery of diseases of visual and auditory systems.

VMP 845 – Cardiovascular System
2 Credit Hours. Pathophysiology, special pathology, medicine and surgery of diseases of cardiovascular system. Anatomic, physiologic and pharmacologic principles which provide basis for treatment.

VMP 846 – Business Management
0.5 Credit Hour. Veterinary ethics, jurisprudence, basic practice management, and other topics involved in practice of veterinary medicine.

Grading Restriction: Satisfactory/No Credit grading only.

VMP 850 – Reproductive System
3 Credit Hours. Pathophysiology, special pathology, medicine and surgery of diseases of male and female reproductive systems and mammary glands.

VMP 851 – Urinary System
2 Credit Hours. Pathophysiology, special pathology, medicine and surgery of diseases of urinary system. Urinary system in health and disease.

VMP 851 – Nervous System
3 Credit Hours. Pathophysiology, special pathology, medicine and surgery of diseases of the nervous system: clinical neurology and neuropathology.

VMP 853 – Oncology
2 Credit Hours. Fundamental aspects of cell biology and pathology relative to etiology and natural behavior of various neoplasms of animals; general approaches to diagnosis, treatment and prevention of neoplasia.

VMP 854 – Multispecies Medicine
2 Credit Hours. Anatomy, pathophysiology, medicine, and surgery of avian species, laboratory and zoo animals and reptiles. Species and diseases seen by practicing veterinarian. Current topics on foreign animal diseases.

VMP 855 – Radiology
3 Credit Hours. Advanced and special techniques in radiology with interpretation and use of radiologic and related techniques in diagnosis and treatment of animal diseases.

VMP 856 – Veterinary Nutrition
1 Credit Hour. Principles of nutrition, and nutrition of animals in health and disease. Applied nutrition relating to individual small or large animal patient or to herd situations.

VMP 860 – Transition and Accreditation Seminars
2 Credit Hours. Discussion of USDA, state, and local animal laws and regulations: preparation of animal movement forms, veterinary ethics, jurisprudence, and other topics involved in practice of veterinary medicine.

VMP 870 – Special Studies in Veterinary Medicine
1-8 Credit Hours. Specially-designed studies for students in novel special-interest topics and/or for students participating in self-directed learning environments. Topics are unique and not associated with standard core rotations or elective topics within the veterinary or MPH curriculum.

Grading Restriction: Satisfactory/No Credit grading only. Repeatability: May be repeated. Maximum 16 hours.

VMP 871 – Special Problems in Comparative Medicine
1-8 Credit Hours. Extramural and specially-designed study for students interested in select topics in avian medicine, laboratory animal medicine, zoo animal medicine, epidemiology, public health, pharmacology or toxicology.

A–F grading. Repeatability: May be repeated. Maximum 14 hours.

VMP 872 – Special Problems in Pathology
1-8 Credit Hours. Extramural and specially-designed study for students interested in select topics in morphologic pathology, clinical pathology, clinical microbiology and parasitology.

A–F grading. Repeatability: May be repeated. Maximum 14 hours.

VMP 873 – Special Problems in Small Animal Clinical Sciences
1-8 Credit Hours. Extramural and specially designed study for students interested in select topics in medicine, surgery, anesthesiology, radiology and medical specialties of small (companion) animals.

A–F grading. Repeatability: May be repeated. Maximum 14 hours.

VMP 874 – Special Problems in Large Animal Clinical Sciences
1-8 Credit Hours. Extramural and specially designed study for students interested in select topics in medicine, surgery, herd health, reproduction, radiology and medical specialties of large animals.

A–F grading. Repeatability: May be repeated. Maximum 14 hours.

Electives

Comparative Medicine

VMP 870 – Laboratory Animal Medicine
1 Credit Hour. Introduction to the life of a lab animal veterinarian. Lectures involve different components that someone entering the lab animal profession as a full-time or part-time/consulting lab animal vet would need to be familiar with. A mock IACUC meeting with mock protocol presentation is to provide students the opportunity to review a protocol and provide their feedback on if there are components missing that would affect animal welfare.

Enrollment Minimum – 2, Maximum – 12. S/NC grading. Spring.

VMP 870 – Mindfulness in Veterinary Medicine
1 Credit Hour. This course teaches the basic principles, skills, and research regarding mindfulness practice in veterinary medicine. Students read and present salient research articles about the human effects of stress and attend experiential lab sessions where mindfulness techniques are practiced. The objective of this elective is to train veterinary students in mindfulness techniques for stress management, as well as for maintaining excellent practice in veterinary medicine.

Enrollment Minimum – 6, Maximum – 25. S/NC grading. Fall, Spring.

VMP 870 –Veterinary Pharmacy
1 Credit Hour. This class will prepare students to be involved in clinical patient care with confidence. Topics covered will include prescription writing, relevant laws, pharmaceutical calculations, owner counseling, drug interactions, specific patient population considerations, medication preparation, controlled substances, hazardous chemicals, errors, and reporting. Upon completion of this course, students will have the knowledge to be more actively and immediately involved in patient care in the clinic setting.

Enrollment Minimum – 10, Maximum – 20. S/NC grading. Fall.

VMP 871 – Anatomy of Camelids
1 Credit Hour. Students will gain a detailed understanding of camelid anatomy.

Enrollment Minimum – 10, Maximum – 30. A–F grading. Offered only to freshmen. Spring.

VMP 871 – Anatomy of Exotic Species
1 Credit Hour. Students will dissect cadavers of exotic species and the domestic cat. They will do a comparative study of major structures present across the species.

Enrollment Minimum – 1, Maximum – 90. A–F grading. Offered only to freshmen. Spring.

VMP 871 – Clinical Microbiology Laboratory
1 or 2 Credit Hours. This course is tailored for individual students wanting advanced exposure to techniques and procedures of modern microbiology. Areas of study can involve bacteriology, mycology, virology, and/or immunology. Independent and directed work totaling 2-4 hours per week will be required.

Enrollment Minimum – None, Maximum – Variable. Instructor approval required prior to sign up. Fall, Spring.

VMP 871 – Introduction to Avian Medicine
1 Credit Hour. In this ONLINE course, students will learn to distinguish characteristics of species of birds that are commonly kept as pets. They will also identify and distinguish skeletal and physiologic differences of birds and mammals, describe the steps of basic medical procedures performed in birds, and describe recommended steps for biosecurity and quarantine of avian species.

A–F grading. Spring.

VMP 875 – Wildlife Medicine: Conservation and Policy
2–3 Credit hours. Necropsy of birds and mammals. Recognition of various diseases and methods of preparing pathological materials in field and lab. Investigative procedures concerning wildlife diseases.

Cross-listed with Comparative and Experimental Medicine 531. A–F grading. Fall, Even Years.

VMP 876 – One Health
3 Credit Hours. Online course addresses the link between human, animal, and environmental health. Each online module focuses on some aspect of "One Health" and may include topics such as emergency preparedness, zoonotic diseases, antibiotic resistance and food safety, responsible pet ownership and the human-animal bond, and the effects of climate on disease prevalence. Methods of intervention and problem solving such as research design, program evaluation, community education, and policy analysis are also incorporated.

A–F grading. Summer.

Study Abroad – Italy
1 –6 Credit Hours. Academic and private practice experience, typically focused on porcine or equine medicine.

Enrollment Minimum – None. Summer.

Pathology

VMP 872 – Advanced Ophthalmic Pathology
1 Credit Hour. This elective demonstrates and correlates the clinical, gross, and histologic findings of various common ophthalmic conditions. The specific cases can be targeted to species interests of enrolled students (i.e. emphasis on large, small, or exotic animals). Clinical and gross images as well as histology slides are made available for review and then discussed in detail during the sessions. This course is targeted to students with a strong interest in either ophthalmology or pathology.

Enrollment Minimum – 2, Maximum – 5. A–F grading. Offered only to juniors. Fall.

VMP 872 – Pathology Case Presentation
1 Credit Hour. For this independent study elective, students must first identify a pathology faculty mentor with whom they will work to identify a case suitable for presentation at the Southeastern Veterinary Pathology Associates Conference (SEVPAC). The student will research the case and prepare the submission forms for the conference, as well as prepare and give a 5-minute presentation (including photomicrographs) to the other enrolled students, pathology residents, and faculty (and possibly to the college as a lunchtime seminar). Students will be expected to provide feedback on the presentations given by other enrolled students or pathology residents.

Enrollment Minimum – 1, Maximum – 10. A–F grading. Spring

VMP 872 – Surgical Pathology
1 Credit Hour. The objective of this course is to introduce students to the joys of surgical pathology. Surgical biopsy specimens submitted from UTCVM and outside practitioners will be examined and discussed with a pathologist at the multi-headed microscope for 1 hour per week. Students will be taught to describe, diagnose, and review the literature regarding selected cases. The scope of this course will be determined by the case materials submitted to the surgical biopsy service.

Enrollment Minimum – 1, Maximum – 5. A–F grading. Instructor approval required prior to sign up. Offered only to juniors. Fall.

Small Animal

VMP 870 – Advanced Soft Tissue Surgery
1 Credit Hour. Students will learn and practice common soft tissue surgery techniques performed on dogs and cats by general practitioners. Specifically, the course will cover the anatomy associated with the various surgical procedures, the steps of each procedure, and ways to solve technical problems or address procedural complications.

Enrollment Minimum – 2, Maximum –16. S/NC grading. Offered only to sophomores. Spring.

VMP 870 – Aquatic Animal Health
1 Credit Hour. This elective introduces important and common diseases of aquatic invertebrates, fresh and marine water fish, aquatic birds, and marine mammals. The course, which includes a field trip to Ripley's Aquarium of the Smokies, emphasizes husbandry aspects as they pertain to normal health and specific disease processes in aquatic animals.

Enrollment Minimum – 5, Maximum –20. S/NC grading. Offered only to sophomores and juniors. Fall.

VMP 870 – Canine Sports Medicine and Rehabilitation

1 Credit Hour. In this elective, students will learn about the anatomy, diagnosis, and treatment of common sporting injuries in dogs.
Enrollment Minimum – 5, Maximum – 20, S/NC grading. Fall.

VMP 870 – Introduction to Veterinary Nutrition
1 Credit Hour. Students become familiar with various organizations involved in the regulation of commercial pet foods. They learn to use a pet food label to assess the nutritional composition of a diet while also understanding the limitations of pet food label information; become knowledgeable about the various trends in pet food manufacturing so they can be discussed with pet owners; understand the basic nutritional goals of feeding companion animals and livestock for various life stages; and learn to calculate the energy needs of companion animals and livestock in various life stages.

Enrollment Minimum – None, Maximum – None. S/NC grading. Fall, Spring.

VMP 870 – Nonsurgical Orthopedics (ONLINE)
1 Credit Hour. This course is completely online and self-paced. Students will gain in-depth instruction regarding orthopedic and gait evaluation, with multiple videos. Orthopedic imaging will be presented, as well as techniques for arthrocentesis of common joints. Students are expected to improve their

knowledge of musculoskeletal conditions, lameness evaluation techniques, and diagnostics appropriate for evaluation of the musculoskeletal system. Student evaluation will be based on the number of modules completed and passing quizzes associated with each module.

Enrollment Minimum – 1, Maximum – 100. S/NC grading. Offered only to sophomores & juniors. Fall, Spring.

VMP 870 – Small Animal Behavioral Topics
1 Credit Hour. This course provides in-depth discussion and behavior modification skill practice for common behavioral issues of the cat and dog. Material is presented through clinical case discussion and laboratories at UTCVM and other animal facilities (e.g., animal shelter, research laboratory, zoo). Students must satisfactorily participate in all activities and write a topic paper at the end of course.

Enrollment Minimum – None, Maximum – None. S/NC grading. Offered only to sophomores. Spring.

VMP 873 – Advanced Diagnostic Imaging
2 Credit Hours. This course is designed to introduce the student to imaging modalities and procedures not covered in the general radiology course and will provide an introduction to CT, MR, and nuclear imaging. (Ultrasound is not covered.) The course will consist of lectures and image interpretation sessions on CT, MR and nuclear medicine; at the end of the course, students will have gained a basic knowledge of the indications and contraindications of CT, MR and nuclear medicine; and will be able to interpret the most commonly performed CT, MR and nuclear medicine studies.

Enrollment Minimum 5, Maximum – 20. A–F grading. *Offered only to juniors. Fall.*

VMP 873 – Advanced Small Animal Orthopedics
2 Credit Hours. This course exposes students to basic small animal surgical orthopedics. The laboratory exercises include stifle and hip surgery, and fracture stabilization techniques using plates, external fixation splints, and pins. All exercises involve cadaver specimens with emphasis on surgical anatomy and proper use of orthopedic instruments and implants.

Enrollment Maximum – 12. A–F grading. Offered only to sophomores. Spring.

VMP 873 – Arthritis Case Manager Course
1 Credit Hour. This online course embraces the multimodal treatment of arthritis and provides an evidence-based approach to treatment options. Students learn the basic pathophysiology of osteoarthritis, common conditions causing osteoarthritis, appropriate methods to examination arthritic patients, and the various treatment options for osteoarthritis and their application to clinical patients.

Online. A–F grading. Spring.

VMP 873 – Issues & Opportunities in Shelter Medicine
1 Credit Hour. Lectures and discussions on topics related to animal sheltering, geared towards helping the student understand and be able to become involved in animal shelter medicine in his or her community upon graduation. The student is expected to participate in at least 9 hours of clinical exposure at Young Williams Animal Center, including dog adoption floor screening, community spay/neuter programs, animal intake – lost & found, animal adoptions, animal control, and veterinary clinic.

Enrollment Minimum – 5, Maximum – 20. A–F grading. Fall, Spring.

VMP 873 – Seminars in Zoological Medicine
1 Credit Hour. This course covers advanced topics, including conservation, medicine, and surgery of captive and free-ranging reptiles and amphibians, with an emphasis on common species.

Enrollment Minimum – 5, Maximum – 15. A–F grading. Offered only to sophomores. Spring.

VMP 873 – Small Animal Dental Education
1 Credit Hour. This course is an intensive study of modern dentistry techniques for dogs and cats. Each

online module stresses the importance of a thorough knowledge of canine and feline dental and paradental anatomy in the recognition and treatment of dental problems in dogs and cats. Clinical applications of anatomic information are used to reinforce important concepts. Specific topics feature dental pathology, radiology, extractions, and periodontal disease.

Enrollment Minimum – None, Maximum – 20. Online. A–F grading. Fall, Spring.

VMP 878 – Small Animal Preventive Medicine
1 Credit Hour. This course provides veterinary students with a knowledge base and access to resource materials that allow students to prepare and implement public education programs on various aspects of responsible pet ownership. Course objectives are to: 1) provide the community with high quality responsible pet ownership programs, and 2) provide an opportunity for veterinary students to further develop their communication skills.

Enrollment Minimum – 3, Maximum – None. A–F grading. Spring.

VMP 879 – Practice Management
1 Credit Hour. Preparing new veterinarians for the business of their practice. Five primary focuses are trends in veterinarian industry, important decisions about working as an associate veterinarian, major decisions about buying into an existing practice, critical decisions about starting a new practice from scratch, and tools that a veterinarian may use to make the above decisions.

Enrollment Minimum – 5. A–F grading. Offered only to sophomores. Spring.

VMP 890 – Pain Management
1 Credit Hour. This elective explores clinical pain and pain management with emphasis on typical veterinary clinical problems. Fundamentals of nociception and comparative algology underlie the focus on clinical pain relief. Nociceptive, procedural, postoperative, maladaptive, chronic, and cancer pain and related syndromes are addressed. Case scenarios and practical examples serve to reinforce the principles of pain management, including preemptive and balanced analgesia, and recognition of varying patient needs. We will discuss typical and atypical uses of the principle classes of analgesics, including NSAIDs, opioids, and local anesthetics, as well as adjunctive medications and non-drug methods of providing pain relief. A cadaver lab session provides for hands-on practice with regional and local techniques.

Enrollment Minimum – 1, Maximum – None. S/NC grading. Offered only to sophomores. Spring.

VMP 891 – Basic Small Animal Surgical Principles
1 Credit Hour. Elective course presents the basics of aseptic technique, including pack preparation, gowning, gloving, and waterless hand scrubs; instrument handling; knot tying; suture placement; and ligation. More advanced practice and near-peer instruction opportunities available to upperclassmen.

Enrollment Minimum – 6, Maximum – 30. S/NC grading. Spring.

VMP 894 – Small Animal Surgery, Spay/Neuter Clinic
1 Credit Hour. This course has major emphasis on students gaining hands-on experience in small animal surgery. Dogs and cats from a variety of humane animal shelters are brought to the surgery teaching facility once weekly for a sterilization procedure. The student acts in the capacity of a primary surgeon approximately 50% of the time. The remaining time is spent assisting classmates with surgery and anesthesia.

Enrollment Minimum – None, Maximum – 30. A–F grading. Fall (juniors), Spring (sophomores).

VMP 895 – Feline Medicine
1 Credit Hour. This elective covers multiple aspects of feline medicine to a greater degree than is presented in the core curriculum. Topics covered include internal medicine (infectious disease, endocrine disorders, respiratory disease, etc.), cardiology, ophthalmology, nutrition, dermatology, analgesia and anesthesia, soft tissue and orthopedic surgery, oncology, and diagnostic imaging, as well as special considerations of exotic felids.

Enrollment Minimum – 5, Maximum – 30. S/NC grading. Offered only to juniors. Fall

Giessen Veterinary Exchange–Germany
1–6 Credit Hours. Research and clinical exposure to veterinary practice in Germany. Students are assigned a laboratory mentor and associated project. Most afternoons, students will join Giessen veterinary students to shadow in the clinical setting. The ideal duration is 6 weeks. German language skills are not required, but are beneficial. Note: This exchange is currently suspended due to COVID-19.

Enrollment Minimum – None, Maximum – 2. Summer.

Kitasato Veterinary Exchange–Japan
1–2 Credit Hours. Clinical and cultural exposure to the Japanese, 6-year veterinary program. Students may accompany a faculty speaker to shadow classroom activities and tour clinical practice with students. Cultural activities include local sights, meals, and university tours. Kitasato has few English speaking programs. Some Japanese language skills are helpful but not required. Note: This exchange program is currently suspended due to COVID-19.

Enrollment Minimum – None, Maximum – 1. Alternating Years, Summer.

Large Animal

VMP 870 – Bovine AABP Quiz Bowl
1 Credit Hour. This elective will provide students with broader knowledge of production cattle medicine. This course is specifically designed to prepare the 3rd-year student for a trivia competition at the American Association of Bovine Practitioners Conference. The format is quiz challenges, Jeopardy!-style games, wet labs, and general discussions of diseases affecting specific organ systems or production diseases. All food animal interested students should consider enrolling.

Enrollment Minimum – 6, Maximum – 10. S/NC grading. Offered only to sophomores. Spring.

VMP 870 – Bovine Palpation Team
1 Credit Hour. This is a course in reproductive physiology of cattle (male and female). Techniques and procedures used by veterinarians to determine pregnancy status in cattle are taught 1 day each week (in a 3- to 4-hr block of time). Every week includes lecture (30 to 60 min) and lab (e.g. anatomy labs, palpation of tracts, and/or trans-rectal palpation of cattle) time. Lectures and labs may be taught at the Veterinary Research and Education Center (VREC) or Little River Dairy. Grades are based on participation and performance on regularly scheduled knowledge- and practical-based examinations. If more than 10 individuals desire to enroll in the elective, a qualifying examination will be administered, and the students with highest grades will be enrolled. At the end of the elective, a knowledge and practical-based examination is administered to select students to compete in the SAVMA Bovine Palpation Competition (held annually in March or April).

Enrollment Minimum – 6, Maximum – 10. S/NC grading. Fall.

VMP 874 – Advanced Swine Production (Swine Online via Iowa State University)
1 Credit Hour. Students will learn to apply personnel, facility, fiscal, and livestock management principles involved in swine production, perform basic swine husbandry skills, understand the impact of societal and industry issues on production management systems, and explain the pork chain structure and trends, including production, packing, and integration.

Enrollment Minimum – 4, Maximum – 20. Fall.

VMP 874 – Theriogenology
2 Credit Hours. This elective covers bovine and equine reproduction. Students are given the opportunity to advance previously taught skills and will be exposed to techniques not taught in the core Reproductive System course.

Enrollment Minimum – 10, Maximum – 16. A–F grading. Offered only to sophomores. Spring.

VMP 880 – Case Discussion in Equine Internal Medicine
1 Credit Hour. This course: 1) incorporates information from other courses into discussions of equine internal medicine cases; 2) encourages the development of effective problem-solving skills by forcing students to make decisions regarding the management of cases; 3) provides instruction in areas of equine internal medicine that are only briefly discussed in other courses.

Enrollment Minimum – 8, Maximum – 25. S/NC grading. Offered only to juniors. Fall

VMP 881 – Equine Dentistry
1 Credit Hour. This elective is designed to improve student knowledge in dental hygiene and disease in horses. It consists of a mixture of lectures and labs.

Enrollment Minimum – 4, Maximum – 15. S/NC grading. Offered only to sophomores. Spring.

VMP 882 – Equine Special Topics
1 Credit Hour. This elective is a series of lectures highlighting important information for the future equine practitioner. The information covered in these lectures is not covered in other lectures or will cover topics in greater depth than in other areas of the curriculum. The goal of these classes is to assist new graduates in their day-to-day activities as an equine practitioner.

Enrollment Minimum –4, Maximum – None. S/NC grading. First choice to sophomores. Spring.

VMP 883 – Introduction to Large Animal Ultrasound
1 Credit Hour. Students learn the basic techniques of ultrasound as a diagnostic tool in large animal veterinary medicine. The elective covers abdominal, thoracic, and tendon ultrasound techniques, along with ultrasound of swellings, masses, etc. The students learn the basics of the ultrasound machine and will be able to use the different types of machines available.

Enrollment Minimum – None, Maximum – 12. S/NC grading. May not be repeated. Offered only to sophomores (Spring) and juniors (Fall).

VMP 884 – Large Animal Clinical Skills
1 Credit Hour. An elective to introduce students to skills common to equine and food animal practice. After completing this class, students should be able to perform many of the basic clinical activities that will be expected of them in practice.

Enrollment Minimum - 6, Maximum – 12. S/NC grading. Offered only to sophomores. Spring.

VMP 885 – Camelid Medicine
1 Credit Hour. The goal of this course is to familiarize students with camelid handling, management, and their most common medical problems.

Enrollment Minimum – 5, Maximum – 15. S/NC grading. First choice to sophomores. Spring.

VMP 886 – Food Animal Production Medicine Elective
1 Credit Hour. This elective covers 1) introduction to production medicine, 2) mastitis, 3) internal/external parasite control, 4) update on toxicology in beef/dairy cattle, 5) castration, implants, 6) general management of beef cattle, 7) anesthetic protocols in the field for surgeries in cattle, 8) BVD, 9) topics on food animal pharmacology, 10) swine management, 11) foot care, 12) breeding management program in beef/dairy cattle, 13) bioterrorism/agro terrorism/biosecurity, 14) critical periods of nutrition in beef cattle and economics, and 15) dairy/beef health programs – vaccinations.

Enrollment Minimum – 8, Maximum – None. A–F grading. Offered only to sophomores and juniors. Fall.

VMP 887 – Large Animal Surgery
1 Credit Hour. The primary objective of this course is to better prepare students for entry-level large animal veterinary practice by teaching and allowing them to practice surgical procedures commonly performed by large animal practitioners. The course is predominantly hands-on with students being required to review assigned reading materials prior to each laboratory. Labs will begin with a brief introduction of planned procedures, including clinical indications, potential complications, limitations, contraindications, realistic prognoses, and routine post-operative care. Procedures will be divided into farm animal and equine portions.

Enrollment Minimum – 5, Maximum – 15. S/NC grading. Offered only to juniors. Fall.

Veterinary Medicine – Clinical (VMC)

VMC 800 – Clinical Rotation in Pathology
2 Credit Hours. Clinical training in post-mortem examination and laboratory diagnostics, including clinical pathology, introductory histopathology of biopsy specimens, microbiology, and parasitology.

Repeatability: May be repeated. Maximum 4 hours.

VMC 801 – Diagnostic Skills
2 Credit Hours Clinical training in veterinary laboratory diagnostics, including hematology, clinical chemistry, cytology, microbiology, parasitology, and surgical pathology.

VMC 802 – Clinical Rotation in Diagnostic Imaging
4 Credit Hours. Clinical training in radiographic techniques and interpretation, including ultrasonography.

Repeatability: May be repeated. Maximum 6 hours.

VMC 803 – Clinical Rotation in Anesthesiology
4 Credit Hours. Clinical training in sedation and anesthesia of companion animals, food animals, and horses. Direct responsibility for diagnosis, care, and treatment of clinical patients.

Repeatability: May be repeated. Maximum 6 hours.

VMC 810 – Clinical Rotations in Small Animal Clinical Sciences I (Small Animal Medicine)
4 Credit Hours. Clinical training in medicine, surgery, and specialty disciplines for companion animals. Direct responsibility for diagnosis, care, and treatment of clinical patients.

Repeatability: May be repeated. Maximum 8 hours.

VMC 811 – Clinical Rotations in Small Animal Clinical Sciences II (Community Practice)
2–4 Credit Hours. Clinical training in medicine, surgery, and specialty disciplines for companion animals. Direct responsibility for diagnosis, care, and treatment of clinical patients.

Repeatability: May be repeated. Maximum 6 hours.

VMC 812 – Clinical Rotation in Shelter Medicine-Spay/Neuter (Mobile Unit)

2-4 Credit Hours Clinical experience in medical, behavioral and surgical problems in animals confined to animal shelters. Students gain extensive experience spaying and castrating animals. Students will identify methods of prevention, diagnosis, and treatment of diseases of sheltered animals with emphasis on infectious and behavioral disorders.
Repeatability: May be repeated. Maximum 6 hours.

VMC 813 – Clinical Rotations in Small Animal Clinical Sciences III (Small Animal Soft Tissue Surgery)
2–4 Credit Hours. Clinical training in medicine, surgery, and specialty disciplines for companion animals. Direct responsibility for diagnosis, care, and treatment of clinical patients.

Repeatability: May be repeated. Maximum 6 hours.

VMC 814 – Small Animal Emergency Medicine
2–4 Credit Hours. Clinical training in identification and treatment of emergency medical and surgical conditions in small animals.

Repeatability: May be repeated. Maximum 6 hours.

VMC 820 – Clinical Rotations in Large Animal Clinical Sciences I (Equine Medicine)
2–4 Credit Hours. Clinical training in medicine, surgery, specialty disciplines, and herd health of horses. Direct responsibility for diagnosis, care, and treatment of clinical patients.

Repeatability: May be repeated. Maximum 6 hours.

VMC 821 - Clinical Rotations in Large Animal Clinical Sciences II (Farm Animal Medicine and Surgery)
2–4 Credit Hours. Clinical training in medicine, surgery, specialty disciplines, and herd health of food animals. Direct responsibility for diagnosis, care, and treatment of clinical patients.

Repeatability: May be repeated. Maximum 8 hours.

VMC 823 – Equine Surgery
2–4 Credit Hours. Clinical training in the diagnosis and treatment of surgical conditions of the horse.

Repeatability: May be repeated. Maximum 6 hours.

VMC 824 – Large Animal Emergency Medicine & Critical Care
2–4 Credit Hours. Clinical training in the diagnosis and treatment of emergency medical and surgical conditions affecting large animals.

Repeatability: May be repeated. Maximum 4 hours.

VMC 825 – Clinical Rotations in Large Animal Clinical Sciences III (Farm Animal Field Service)
2–4 Credit Hours. Clinical training in medicine, surgery, specialty disciplines, and herd health of food animals. Direct responsibility for diagnosis, care, and treatment of clinical patients.

Repeatability: May be repeated. Maximum 6 hours.

VMC 826 – Clinical Rotation in Equine Field Services
2–4 Credit Hours. Clinical training in medicine, surgery, specialty disciplines, and herd health of horses. Direct responsibility for diagnosis, care and treatment of clinical patients.

Repeatability: May be repeated. Maximum 6 hours.

VMC 830 – Veterinary Dermatology
2–4 Credit Hours. Clinical training in diagnosis and treatment of skin diseases of small and large animals.

Repeatability: May be repeated. Maximum 6 hours.

VMC 831 – Veterinary Ophthalmology
2–4 Credit Hours. Clinical training in diagnosis and treatment of ocular diseases of small and large animals.

Repeatability: May be repeated. Maximum 4 hours.

VMC 832 – Veterinary Neurology
2–4 Credit Hours. Clinical training in the diagnosis and treatment of medical and surgical diseases of the nervous system in small animals.

Repeatability: May be repeated. Maximum 4 hours.

VMC 840 – Small Animal Orthopedic Surgery
2–4 Credit Hours. Clinical training in the diagnosis and treatment of small animal musculoskeletal conditions.
Repeatability: May be repeated. Maximum 6 hours.

VMC 841 – Small Animal Physical Rehabilitation
2-4 Credit Hours Clinical training in the diagnosis and treatment of small animal musculoskeletal conditions, and physical rehabilitation.

Repeatability: May be repeated. Maximum 6 hours.

VMC 842 – Veterinary Cardiology
2–4 Credit Hours. Clinical training in the diagnosis and treatment of cardiovascular diseases of small and large animals.

Repeatability: May be repeated. Maximum 4 hours.

VMC 843 – Veterinary Oncology
2–4 Credit Hours. Clinical training in the diagnosis, treatment, and prevention of cancer in companion animals.

Repeatability: May be repeated. Maximum 6 hours.

VMC 844 – Avian and Zoological Medicine and Surgery
2–4 Credit Hours. Clinical training in the diagnosis and treatment of diseases of avian and exotic animals and native wildlife.

Repeatability: May be repeated. Maximum 4 hours.

VMC 850 – Advanced Pathology
2–4 Credit Hours. Advanced anatomic pathology training including gross postmortem examination and histopathology of biopsy specimens.
Repeatability: May be repeated. Maximum 4 hours.

VMC 852 – Clinical Rotation in Laboratory Animal Medicine
2–4 Credit Hours. Clinical training in laboratory animal medicine.

Repeatability: May be repeated. Maximum 6 hours.

VMP 853 – Advanced Veterinary Anesthesiology
2–4 Credit Hours. Clinical training and additional medical responsibilities with complex anesthesia patients.

Repeatability: May be repeated. Maximum 8 hours.

VMC 860 – Advanced Veterinary Dermatology
2–4 Credit Hours. Advanced clinical training in diagnosis and treatment of skin diseases of small and large animals.

Repeatability: May be repeated. Maximum 4 hours.

VMC 861 – Advanced Small Animal Medicine
2–4 Credit Hours. Clinical training in diagnosis and treatment of disease and medical problems of small animals.

Repeatability: May be repeated. Maximum 6 hours.

VMC 862 – Shelter Medicine
2–4 Credit Hours. Clinical training in shelter medicine and surgery, which includes the epidemiology, diagnosis, and treatment of diseases in populations of small animals, primarily dogs and cats.

Repeatability: May be repeated. Maximum 4 hours.

VMC 863 – Small Animal Nutrition and Animal Behavior
2–4 Credit Hours. Clinical training in small animal veterinary nutrition and behavior. Students divide their time between the clinical nutrition and behavior services in the Veterinary Medical Center.

Repeatability: May be repeated. Maximum 4 hours.

VMC 864 – Zoological Medicine
2–4 Credit Hours. Clinical training in husbandry, preventive medicine, and medical treatment of zoological species. This rotation is for students with an interest in pursuing zoological medicine as a career.

Repeatability: May be repeated. Maximum 4 hours.

VMC 865 – Small Animal Dentistry
2-4 Credit Hours Clinical training in husbandry, preventive medicine, and medical treatment of zoological species.
Repeatability: May be repeated. Maximum 4 hours.

VMC 871 – Clinical Rotation in Swine Medicine Production
2–8 Credit Hours. Clinical training program in swine production medicine at the Swine Medical Education Center at Iowa State. Students will train in an on-farm setting in swine production, management, consultation, pharmacology, and PRRSV diagnosis and management.

Repeatability: May be repeated. Maximum 8 hours.

VMC 872 – Clinical Rotation in Bovine Production Medicine
2 Credit Hours. Teaches techniques and procedures used by veterinarians in modern dairy and beef cattle production practice. Course includes travel and overnight stay at various production facilities. Training includes data analysis and use of common reproductive and productivity software. Students will participate in developing productivity plans, disease surveillance, and herd health maintenance programs.

Repeatability: May be repeated with consent of the instructor. Maximum 8 hours.

VMC 873 – Clinical Rotation in Theriogenology
2–4 Credit Hours. Clinical training in veterinary theriogenology.

Repeatability: May be repeated. Maximum 6 hours.

VMC 874 – Equine Performance Medicine and Rehabilitation
2-4 Credit Hours. Clinical education in Equine Performance Medicine and Rehabilitation, including lameness diagnosis, advanced orthopedic surgery, podiatry, and rehabilitation of the equine.

Repeatability: May be repeated. Maximum 6 hours.

VMC 880 – Elective Clinical Rotation I
1–4 Credit Hours. Special rotations in applied clinical education in Small Animal Clinical Sciences, Large Animal Clinical Sciences, Comparative Medicine, and Pathology. Novel experience not associated with required clinical rotations may be arranged.

Repeatability: May be repeated. Maximum 6 hours.

VMC 881 – Elective Clinical Rotation II
1-4 Credit Hours Special rotations in applied clinical education in Small Animal Clinical Sciences, Large Animal Clinical Sciences, Comparative Medicine, and Pathology. Novel experience not associated with required clinical rotations may be arranged.

Repeatability: May be repeated. Maximum 6 hours.

VMC 890 – Externship I
2–8 Credit Hours. Educational experiences in private practice, research facility, zoological preserve, aquarium, or other veterinary-related facility outside the Veterinary Medical Center, to provide experiences not frequently available in large referral veterinary teaching hospitals.

Repeatability: May be repeated. Maximum 8 hours.

VMC 891 – Externship II
2-16 Credit Hours. Educational experiences in private practice, research facility, zoological preserve, aquarium, or other veterinary-related facility outside Veterinary Medical Center, to provide experiences not frequently available in large referral veterinary teaching hospitals.

Repeatability: May be repeated. Maximum 16 hours (Class of 2022).

General Duties and Responsibilities of Faculty and Professional Students

Civility and Community

The university's Principles of Civility and Community exist to encourage all members of the campus community to foster a learning environment where the differences of our diverse culture are valued, respected, and celebrated.

Civility is an act of showing regard and respect for others, including politeness, consideration, tact, good manners, graciousness, cordiality, affability, amiability, and courteousness. Ultimately, civility is treating others as we would like to be treated. Our community consists of students, faculty, staff, clients, and campus visitors. Community members affect each others' well-being and have a shared interest in creating and sustaining an environment where all community members and their points of view are valued and respected.

By affirming the value of each member of the university community, the campus asks that all its members adhere by the following principles:

Inclusivity. We are welcoming to all and hostile to none. We foster an open community in which educational goals may be pursed.

Diversity. We respect the diverse backgrounds of all members of our community and welcome the opportunity for interpersonal and group interactions.

Dialogue. We value, encourage, and facilitate free exchange of diverse ideas and points of view along with free speech and expression. However, we discourage uncivil speech or expression that infringes upon the ability of others to express themselves.

Collegiality. We value an environment that facilitates collegial relationships, encourages mutual understanding among diverse individuals, and leads to addressing issues and differences in an atmosphere of mutual respect and civility.

Respect. We believe that a person's views, ideas, and behavior best reflect the goals of the academic community when the dignity of each individual is respected and when members of the community are considerate of the feelings, circumstances, and individuality of others.

Knowledge. We encourage development of a civil community that values critical inquiry, debate, discovery, and innovation to better the world through teaching, research and service.

Integrity. We value academic honesty and integrity by all members of the academic community.

Learning. We believe that learning is an interpersonal growth experience that fosters appreciation for diversity.

Awareness. We believe it is important to recognize how others view and relate to the community and recognize that we are part of a larger community.

Responsiveness. We encourage all community members to speak out against incidents involving bigotry and other types of incivility so the university can fulfill its responsibility of responding in a fair, timely and consistent fashion.

Learn more at UT's civility and community site.

Diversity and Inclusion

The college and university are committed to supporting the creation of equitable and inclusive spaces for students, faculty, and staff, with a focus on removing structural barriers and fostering an atmosphere in which every member of the campus community matters and belongs. We work to advance access, accountability, an inclusive campus climate, and equity while combating racism, bias, and discrimination.

Toward that goal, the college's Diversity, Equity, and Inclusion Committee consists of faculty, staff, alumni, and student membership and works to cultivate an environment of inclusivity for all UTCVM faculty, staff, and students. The college recognizes that a diverse UTCVM – where peoples' ideas, culture, ethnicity, gender, and beliefs are accepted, appreciated, and respected – will provide greater individual intellectual stimulation and growth and will allow the college to better serve its local, regional, national, and global community.

The committee works closely with UTCVM administration to promote and sustain a welcoming, supportive, and inclusive college climate; attract and retain greater numbers of individuals from under-represented populations into faculty, staff, and leadership positions; attract, enroll, retain, and graduate increasing numbers of students with diverse backgrounds and students from historically under-represented populations; develop and strengthen partnerships with diverse communities in Tennessee and the surrounding region; ensure curricular requirements include significant intercultural perspectives; and prepare professional students to become teachers, researchers, and leaders in a diverse world.

Furthermore, the UTK Office of Diversity and Engagement develops and enacts goals and objectives in alignment with institutional goals; advocates for collaborative practices and interactions that optimize the positive visibility of the university and the communities it supports; develops comprehensive and inclusive education and training programs across the university that are responsive to and appropriate

for the diverse constituents on campus, including students, faculty, staff, and administration; and provides resources to members of the campus community to assess and enhance cultural competency.

To view UTK Office of Diversity and Engagement resources: https://diversity.utk.edu/campus-resources/.

Guidelines and Expectations for Instructors

Atmosphere for Teaching and Learning

It is important that the instructor create, from the beginning, and preserve an atmosphere conducive to learning. Both instructor and student should feel they have come together in the common cause of the pursuit of learning. Instructors should ensure their students are progressing through their course of study in a timely fashion.

To preserve the trust and respect that are essential to the instructor-student relationship, instructors should not have an amorous or sexual relationship (consensual or otherwise) with a student who is enrolled in a course being taught by the instructor or whose academic or work performance is subject to supervision or evaluation by the instructor.

Conducting a Course

It is the instructor's responsibility to organize class material as efficiently and effectively as possible at the beginning of each term of instruction. At the beginning of the semester, course coordinators will distribute to students the syllabus (a template may be found here) that makes clear the basis of the final grade with regard to the value placed on each course component. All instructors should set an example for students by being faithful in attendance and punctual in starting and ending classes. Students should be informed of all planned instructor absences or other changes as early as possible. Changes to the course schedule or syllabus should be minimal after the semester starts.

In presenting course content, the instructor should endeavor at all times to adhere to his or her subject; the classroom should not be used as a theater for expression of personal views that are not germane to the course. In addition, instructors should demonstrate professional behavior and avoid disparaging or exclusive language in the classroom, laboratory, and clinical setting. Expected behavior of all UT employees falls under the UT Code of Conduct (https://conduct.tennessee.edu/).

The instructor should be reasonably available to students for questions and supplemental support to ensure learner success. Preferred contact times and methods during regular business hours should be communicated to students in the syllabus and reinforced in class.

Timely Feedback

Instructors should return all assessments as soon as possible and provide feedback to students so that assessments remain an educational instrument.

Guidelines for Students

Commitment to the Program

The veterinary professional curriculum is a full-time program. Students are expected to fully participate in all curricular activities.

Adequate Preparation

With regard to learning, students have the responsibility to seek the information necessary to participate in classroom activity. Students must accept responsibility for adequate preparation for each class, arrive at all classes able and willing to interact through classroom participation, testing, writing, in-class exercises, and other methods used by the instructor. Basic to these activities is the need for students to employ appropriate resources, as assigned by the instructor, such as textbooks, other supplies, and outside reading materials.

Satisfying University Requirements
It is the student's responsibility to be aware of and follow guidelines, schedules, and deadlines provided by the DVM program, the UT Graduate School, the university, and its instructors. All responsibilities must be satisfied in a timely fashion.

3 + 1 Students
It is the student's responsibility to request the Associate Dean for Academic Affairs and the UTCVM Registrar provide a letter of satisfactory completion of the 1st and 2nd terms in fulfillment of their 3 + 1 requirements for a bachelor's degree from Maryville College or the University of Tennessee.

Code of Conduct
A professional approach to learning, including prompt class attendance, attentive behavior during classes and laboratories, and respectful interpersonal interactions, is expected from students. Behavior associated with all examinations/assignments fall under the regulations of the University of Tennessee Student Code of Conduct.

Basic In-Class Expectations
Basic expectations of students include attendance, promptness, preparation, participation, professionalism, and respect. Much of the instruction that makes up the professional curriculum is conducted in UTCVM lecture halls and laboratories. It is the responsibility of the students to ensure that the environment for learning is as close to optimal as possible. Conduct that interferes with the opportunity of other students to hear or view a presentation cannot be tolerated. Instructors have the authority to remove offending students from the classroom or lab. Students are not permitted to bring personal pets or children into the lecture room theater or laboratory classroom.

Professionalism Guidelines for Live Zoom Classes
The UTCVM Curriculum Committee, with input from the faculty, has set guidelines to help ensure that all students and faculty in courses have a great Zoom experience. This baseline guide includes information on technical preparation and logistical reminders and may be amended by course coordinators and instructors. Please review the full guidelines at this link: https://vetmed.tennessee.edu/wp-content/uploads/sites/4/Zoom-Professionalism-Guidelines.pdf.

Laptop Requirement
UTCVM requires a laptop for use in class and, most importantly, for computer-based assessments using a software called Examplify from ExamSoft. At this time, Examplify only supports Mac and Windows operating systems. Examplify will not run on Chrome, Android, or Linux operating systems. Only Microsoft Surface Pro tablets are supported for exams. Other PC tablets and iPads are NOT supported for exams, nor are mobile devices.

Screen-blocking filter. All laptops must have a screen-blocking filter that fits over the screen and obscures the view from others.

Anti-virus. The college recommends the use of anti-virus software on all laptops, but know that this software must be able to be quickly and easily disabled prior to each exam.

Specific questions about laptop requirements may be addressed to Mr. Royal Paschall (royal@utk.edu).

Professional Dress Guidelines
All members of the UTCVM community, including faculty, staff and students, are expected to uphold university, state, and applicable federal guidelines regarding appropriate and safe dress in the workplace. Many dress guidelines are designed to protect you and the community from contaminants, health hazards, and potential disease outbreaks.

Additionally, because the UTCVM buildings are public areas and subject to visits and tours from many clients and other visitors, your appearance reflects on the college, the university, and the veterinary profession. A positive professional image is vitally important for maintaining the public support and caseload needed for your position or your education.

While respecting a diversity of styles, opinions, and interpretations regarding dress, the following are guidelines for student, staff, and faculty dress in major areas of the college and Veterinary Medical Center. Please communicate with your peers, supervisor, or supervising instructor if you have questions or need clarification about these guidelines. More defined guidelines of professional dress for clinical experiences are available within each department.

General Guidelines:

I) Dress should always reflect a neat, clean, and professional appearance. Please be aware that professional dress may vary among individuals, but does not resemble the casual clothing you might wear at home or during recreational activities, or the fashionable or revealing clothing you may choose for social settings.

II) Visible identification of college personnel is important so that others can learn your name and so that unauthorized individuals in the building can be more readily recognized. NAME TAGS MUST BE WORN AT ALL TIMES.

III) Coveralls, protective boots, and laboratory coats must be removed before entering food preparation or eating areas, such as the P.O.D.

IV) For public safety reasons and professional reputation, hospital attire (surgical scrubs, lab coats, large animal protective clothing, etc.) should not be worn outside the Veterinary Medical Center or Joe Johnson Animal Research and Teaching Unit (JARTU).

V) Proper footwear (closed toe shoes that sufficiently protect the feet) should be worn in all hospital areas and laboratories where animals, animal tissues, biohazards, or sharp objects are present.

VI) Surgical attire is designed to protect the sterile environment of the operating suites. Within the sterile surgical area, scrubs are worn along with protective caps, masks, and shoe covers. Surgical scrubs must be covered by a buttoned, full-length laboratory coat or coveralls at all times outside the operating suite, and are not considered proper attire for the classroom. Scrub tops that may be worn for technical work, large animal duties, or non-operating room procedures must be clearly distinguishable from surgical scrubs by color or pattern.

VII) In addition to the specific guidelines given below, departments, diagnostic laboratories, and teaching laboratories may maintain and communicate additional clothing and footwear requirements for certain areas, classes, or teaching exercises.

VIII) Specific areas:

a) Diagnostic and Teaching Laboratories

i) Gloves and laboratory coats are required in areas with biohazards or radioactive materials (includes anatomy and parasitology laboratories).

ii) Splash goggles are required when a biohazard splash hazard is present.

iii) Appropriate footwear should be worn in all laboratories.

iv) Protective eyewear may be required in areas with laser hazards.

b) Small Animal Clinical Sciences

i) Clean, white clinic jacket or lab coat over clean, neat clothes to consist of a shirt (collared) and trousers for men or dress, slacks, skirt and blouse for women is required. Clean, appropriate, closed-toe shoes are required (no sandals).

ii) Individuals in the anesthesia and surgery services may wear surgical scrubs under a buttoned white lab coat. This attire cannot be worn outside the hospital area.

iii) Surgical footwear will include shoe covers in the areas designated sterile.

iv) On weekends and during emergency duty, appropriate professional dress is expected when there is contact with clients or visitors.

v) Sweat pants and shirts, hats, casual T-shirts, shorts, and casual (faded, worn, or ripped) jeans are unacceptable attire in the Small Animal Hospital and departmental offices during regular clinic hours or when clients are being seen.

c) Large Animal Clinical Sciences

i) Proper hospital attire is required during all official hospital activities, including seeing clients, treating patients, participating in rounds, etc. Weekend and emergency activities are included.

ii) Dress appropriately for cold weather, when necessary. All outerwear should be neat and professional. Hoodie sweatshirts are prohibited.

iii) A clean second set of primary wear, scrubs, and a lab coat should be available at all times. No soiled (blood, feces, etc.) clinic attire can be worn out of the large animal facility. Standard outerwear must be changed if it becomes contaminated.

iv) Dangling or loose jewelry (e.g. necklaces, earrings, rings, etc.) while working around large animals is strongly discouraged.

v) Only UT branded logos should be visible on hospital attire—including hats. Logos from other veterinary clinics, entities, or companies are not permitted.

vi) Fingernails must be clipped short (not extend beyond tip of finger).

vii) Footwear: Closed-toe footwear must be protective, clean, and cleanable. Where disinfection footbaths are available, they should be used. Rubber boots are required for field service (especially in food animal practice) and Equine Medicine/Emergency and Critical Care (isolation footwear only and stored in main anteroom). On services requiring pullover rubber boots, pant legs must be tucked inside the tops of the boots.

viii) In-Hospital

- Equine and Farm Animal–Khaki pants and solid-colored scrub top or polo/collared shirt (no denim); T-shirt undergarments should not be exposed at the sleeves; Coveralls should be worn for any procedures where contamination or soiling is likely.
- Equine Surgery–Scrub suits and lab coats should be available at all times. Surgical attire should be worn in the major surgical suites; Surgical attire may not be worn in the clinic, diagnostic, or treatment areas unless covered by a lab coat or other protective outerwear; Scrub tops and/or pants that are worn in the clinical areas may not be worn in the surgical suites.

ix) Field Services

- Equine–Khaki pants and solid-colored scrub top
- Farm Animal–Clean coveralls and rubber boots; Undergarments should be professional and clean (be prepared with khaki pants, a scrub top, and coveralls on emergency)

d) Necropsy

i) Clean, short-sleeve coveralls and clean boots are to be worn on the necropsy floor. Boots must be easy to clean and disinfect. Boots with laces, clips, or stitching will not be allowed.

ii) No underclothing should be exposed. Do not wear T-shirts, sweatshirts, or long-sleeved clothing that will project beyond the coveralls or be visible at the neck.

iii) Coveralls should not be worn home or in other areas of the hospital. If coveralls are dirty or contaminated, it is best to place them in a plastic bag and take them to the laundry.

iv) Individuals with long hair need to use some method to keep hair away from contaminated areas (surgical cap, braid or ponytail placed under the overalls).

v) Remove bracelets and watches. Do not bring pens into the necropsy area.

Prepared by the OEE and approved by Executive Committee, Fall 2006.

Course & Rotation Information

Canvas/Course Materials

The university uses Canvas to store course materials such as lecture PowerPoints, videos, supplementary readings, assignment prompts, etc. Canvas is used to post student grades for assignments, exams, and quizzes, and it might be used by instructors to take attendance, receive assignment submissions, and/or for quizzes. Students are automatically added to Canvas courses via the UT registration process. All Canvas courses in which students have been enrolled will remain available to students until their Net ID is deactivated through the university 1 year after graduation. The UTCVM Canvas liaison is Mr. Royal Paschall.

Lecture captures are linked by semester and course in VetNet at https://liveutk.sharepoint.com/sites/utcvm/students/SitePages/Lecture%20Captures.aspx.

Assignments and Grading

Grades are assigned only by course coordinators. It is their responsibility to assign a grade that reflects student performance on all assigned assessments: exams, laboratory exercises, reports, etc. Attendance and participation may be included as part of the assessment process. In certain courses, a portion of the grading process will be subjective. Students will be advised of the method and basis for the determination of this portion of the grade by the course instructor(s). Each coordinator is encouraged to set a standard of performance for the course and to grade in comparison to that standard. Grading and assessment policies should be clearly stated in the course syllabus.

Number and types of examinations. Instructors must clearly state the number of examinations and the point distribution for each from the outset of the course. Instructors are free to choose the type of assessments that best fit their course and approach to teaching. The examination format should also be disclosed to students, i.e. multiple choice, short answer, and/or essay.

Dates and times of examinations. Examination dates must be clearly communicated to students at the outset of the course and are typically coordinated through the Office of the Associate Dean for Academic Affairs. Communication regarding examinations will normally occur via e-mail, and students are responsible for checking their e-mail daily.

Time allowed for examinations. Students will have two (2) hours to complete each examination. In general, exams are prepared to take 60 minutes, with an extra hour allotted so that everyone can complete the examination comfortably (exceptions to this policy may include practical examinations and quizzes). In accordance with Office of Student Disability Services (SDS) policies, students who require additional examination time based on the impact of a disability should contact SDS each semester to coordinate reasonable academic accommodations. It is the student's responsibility to verify that the instructor is aware of accommodation needs. Full testing accommodations are provided through the UT SDS testing center (100 Dunford Hall, 915 Volunteer Blvd.). Certain accommodations may be available within the regular exam room of the UTCVM.

In-person exam materials. Students may bring into the exam room only the following exam materials unless the faculty member has issued the exam as open-book or open-note:

1. Electronic Exams: Laptop, stylus, soft earplugs (headphones or ear buds will be allowed as detailed by the instructor if the exam includes sound or according to SDS accommodations), and a writing instrument.
    a. Students will receive one piece of scrap paper immediately before the exam and must write their name on and turn in all scrap paper upon leaving the exam room. Additional paper will be available if needed during the exam.
    b. Privacy screens are required to be used during electronic exams.
    c. Students must show confirmation that the exam has submitted before leaving the exam room.
2. Written Exams: Earplugs and a writing instrument.
3. Prohibited Items:

a. Electronic devices, besides the one being used to take an exam in ExamSoft/Examplify, are prohibited (this includes, but is not limited to, multi-function calculators, noise canceling headphones [except as allowed by SDS accommodations], cell phones, smart watches, any device with a camera or that connects to the Internet, etc.).
b. Hats and hoods.

Backpacks must be left at the front of the room or other secure location agreed upon by students and the instructor or exam proctor. Students should pick them up when leave the exam room.

Off-site exams. Off-site/remote exams will be delivered via ExamSoft or Canvas. Faculty may elect to administer proctored/monitored exams using visual or other electronic proctoring. For all exams, students must comply with the proctoring protocol and the UT Honor Statement.

Exam changes. Examinations are scheduled carefully to provide optimal opportunity for everyone and should not be changed except in extraordinary circumstances. If an examination change is desired, the class representative (Academic Chair) should contact the instructor and course coordinator first and gain class agreement according to established class policy. Following this process, all exam changes must be forwarded to the Associate Dean for Academic Affairs for approval. Classes are encouraged to review schedules prior to the semester start and request any exam scheduling adjustments prior to the start of class. Following the final publication of exam schedules and start of class, change of exam dates will be minimal.

ExamSoft technology. Unless they have specific accommodations that require an alternate format, all students are required to take didactic mid-term and final exams via ExamSoft assessment software (school name code: utcvm): https://ei.examsoft.com/GKWeb/login/utcvm.

Make-up for missed exams. Should a personal emergency or illness arise causing a missed exam, the student must notify the course coordinator and the Office of the Associate Dean for Academic Affairs (865-974-7263) as soon as possible. The make-up examination should be scheduled with the course coordinator as soon as possible by submitting a leave request.

Other requests for a missed examination should be submitted to the course coordinator well in advance. The provision for a make-up examination will be determined by the principal instructor(s). If a make-up examination is provided, the final course grade will be determined by the principal instructor or instructors.

Method for reporting in-progress grades. Grades will be posted through Canvas. Students may be notified by e-mail when grade posts are ready for viewing. Instructors will make every attempt to have grades posted within a week of the examination. If not recorded in Canvas, faculty will report D and F grade student performance to the Associate Dean for Academic Affairs. Students with D or F grades on any assessment are encouraged to meet with the course coordinator or instructor to plan an in-course or post-course remediation and improvement strategy.

Method for reporting pre-clinical final grades. Final grades will be available online according to UT policy. Final grades should follow the UTCVM Pre-Clinical Grading Scale.

UTCVM Pre-Clinical Grading Scale

Reported Grade	Numeric Equivalent	Quality Points
90–100%	A	4.0
88–89%	B+	3.5
80–87%	B	3.0
78–79%	C+	2.5
70–77%	C	2.0
60–69%	D	1.0
<60%	F	0.0

Numeric scores that fall between grade categories (e.g. 89.5%) may be mathematically rounded or stand without rounding. Faculty will designate their process for rounding and grading within the course syllabus. If the rounding process has not been stated, a standard mathematical rounding will be applied to the final scores. Courses and their evaluation should be structured so that the median course grade is not less than 80%. If the median grade falls below 80%, the scale may be adjusted so that the class median will be 80% with other points in the scale adjusted accordingly. The scale will not be adjusted if the class median is above 80%.

Satisfactory/no credit grading is used for those courses where the UT Graduate Catalog stipulates such a grade. Grade point averages are computed using only grades from letter-graded courses.

Incomplete pre-clinical grades. In most circumstances, a make-up examination must be administered and graded so that the final grade for the course can be reported within the period prescribed by the registrar for that term. However, instructors, at their discretion, have the prerogative of issuing a grade of Incomplete ("I") when circumstances, such as illness, warrant such action.

A grade of incomplete must be removed satisfactorily from the student's record by the end of the first 5 academic days of the following semester; otherwise, a grade of "F" may be given. During extenuating circumstances, such as prolonged absences related to health or family emergencies, and at the discretion of the Associate Dean or Dean, satisfactory removal of "I" grades may be extended to completion within 1 calendar year of course end. All "I" grades must be removed prior to graduation.

To access the complete UTCVM Exam and Exam Security Policy, click here: https://liveutk.sharepoint.com/:b:/s/utcvm/students/EQdXT5MCcxtMlBweip9CdQgBla8Gqjf3LO9kxFXngpXW0g.

UTCVM 4th-Year Clinical Grading Policy

Method of grading. Clinical grades are expected to be recorded in the online evaluation platform within 14 days of the end of a rotation and are entered into the UTK online grading system at the end of each semester (summer, fall, spring). Clinical grades types include:

H	Honors
S	Satisfactory
N/C	No Credit
SI	Satisfactory Incomplete

Grading standards. Rotation objectives, expectations, and grading standards should be communicated in the rotation syllabus and orientation materials. In general, Honors grades are reserved for exceptional performances (e.g. the top 5–10%). No quality points are awarded for clinical rotations, so clinical grades do not affect GPA calculations.

In addition to the final clinical rotation grade, clinical performance is assessed using a competency assessment rubric and specific written comments. As in some preclinical courses, all or portions of the clinical grading process will be subjective. Students will be advised of the method and basis for the determination of this portion of the grade by the course instructor(s). In particular, students are expected to perform in a professional manner at all times. They will be evaluated on professionalism within the clinical grading rubric. An unsatisfactory mark for professionalism results in a grade of N/C for the entire rotation, irrespective of the performance in other areas.

Unsatisfactory clinical grades. Students are required to satisfactorily complete each rotation. All students receiving an N/C for a rotation will come before the UTCVM Academic Progress Committee to develop plans for improvement and remediation. With the approval of the Committee and the Associate Dean for Academic Affairs, a student may repeat an S/NC rotation. Any student receiving an N/C for more than two rotations will be suspended for the remainder of the academic year. The Academic Progress Committee and Associate Dean for Academic Affairs will determine the criteria for readmission,

if any. Any student receiving more than one "low performance flag" (unsatisfactory marks on the clinical assessment rubric) within a single rotation, or repeated across three or more rotations, will also undergo a performance review by the Academic Progress Committee.

Clinical absences. In case of illness, the student must notify the attending clinician of the service early on the day of absence. An emergency absence is to be explained upon return to duty. No student is to leave duty or rotation assignments without notifying the attending clinician. All absences require completion of a leave form. For compelling reasons, such as illness or personal reasons, the Associate Dean for Academic Affairs, at their discretion, may permit a student to take a leave of absence, repeat, or reschedule a rotation.

Detailed information regarding the clinical phase of the program is found in the clinical handbooks. Of note to all students, clinical students are required to be within 20 minutes of the hospital during periods of on-call duty.

Incomplete Clinical Grades

"SI" is a temporary grade indicating that the student has done satisfactorily in the rotation, but due to unforeseen circumstances, such as absence or illness, has been unable to complete all the requirements. Temporary "SI" grades are also used at times when clinical rotations span across more than one semester. All incompletes MUST be removed within 1 year. If a grade change has not been received in the UT Registrar's office at the end of the appropriate year, the "SI" will be changed to an "N/C." No student may graduate with an "SI" on their record. If a student receives an "SI," it is their responsibility to contact the instructor and find out what work remains to complete the rotation.

Attendance & Participation

Within a professional curriculum, the greatest value in the learning experience occurs when all students attend class and engage with the instructor in a shared learning experience. UTCVM policy does not mandate lecture attendance for all classes, but it is certainly expected. Each instructor is free to require mandatory lecture attendance as part of the grading process of their individual classes. Instructors will lecture capture course content, which can be reviewed by absent students or as a study aid. Students are always responsible for obtaining all material and assignments from every scheduled curricular activity, whether they are present or not. Instructors have the option to administer unannounced examinations during lectures or laboratories. Instructors may also, at any time, assess and record individual student attendance or participation; course grades for those students who are absent without legitimate reason may be reduced. Instructors may define a more specific attendance policy for their course as they deem appropriate, but they must inform students of this policy at the beginning of the course in the course syllabus.

Attendance in laboratories and case discussions is required. Leave requests are required for any absence from a required activity. Students must attend their assigned sections and subsections. To avoid missing an individual laboratory session, a student may request attendance in an alternative section. They must first request permission of the instructor in charge of the laboratory prior to the scheduled time to make such a change. If a student must miss a laboratory due to an emergency or approved absence, the student must notify the instructor in charge of the laboratory and submit a leave request as soon as possible, preferably prior to the laboratory. A potential make-up date and time, or alternate activity, should be arranged with the instructor. Regrettably, most laboratories or case discussions cannot be made up except in the most extenuating circumstances. In some cases, where a laboratory cannot be made up, a grade reduction for missed material may be applied.

There are three categories of acceptable leave – the universal leave form is found in the appendix.

Personal Excused Absences

Excused absences are those absences that are unavoidable, such as the following:

- Health-related – Absence due to illness, essential doctor appointment, or care of immediate or close family member

- Funeral leave/bereavement – For an immediate or close family member; typically limited to 2–3 days
- Religious observance – Absence due to religious holidays not scheduled by the university should be planned in advance with the Associate Dean for Academic Affairs and instructor

Professional Approved Leave

Leave is normally approved for professional opportunities that are beneficial to the veterinary educational experience but occur during the academic or clinical semester. Students should request approval from the instructor and Assistant or Associate Dean, who will confirm the student is in good academic standing.

Approved absences provide some protection for the student regarding faculty expectations; instructors are expected to be supportive within reason. The student is responsible for all course information and any missed content. The instructor may choose not to provide extra time or materials to aid in make-up. Examples of professional opportunities include:

- Academic Activity – Examples of content that fall within the approved leave category include travel to meetings as an officer of SAVMA, college ambassador, or other official UTCVM officer, where the student will represent the college and/or student body during their attendance. Participation in college-endorsed educational programs, such as CDC Educational Day, Research Days, Legislative Fly-In, Quiz Bowls, Board of Advisor meetings, Day on the Hill, or similar events represent typical college-endorsed events. This leave category also includes students receiving awards or scholarships at ceremonies they must attend or those presenting a scientific paper or abstract.
- Continuing Education – Student-focused continuing education meetings are those that have strong student-centered content, laboratories, and educational agendas that complement the educational goals of special interest areas. Students with such interest may request leave, if done at least 30 days in advance.
- Job Interviews – Clinical students are provided 6 weeks of vacation and should make every effort to plan job searches and interviews during available vacation time. Because this is not always feasible, students may request 1–3 days (inclusive of weekend duty) for job interviews during the clinical phase of the program. Students should request leave via the clinical rotation coordinator as soon as possible and at least 10 days in advance. Service requirements, patient care, and workload take precedence. Students should not make travel plans until they have confirmed approval from their rotation supervising clinician. Only one student may be gone on a given rotation at a time, and students are responsible for assuring all on-call and backup duty is covered. Students may be required to make up missed days or complete additional assignments and will receive an "I" grade until completed. Failure to complete required make-up or arrange appropriate back-up coverage will lead to an "unsatisfactory" grade in professionalism and no credit for the rotation.
- NAVLE – Each student is granted approved leave (2 days for students with approved accommodations) to take the NAVLE exam. Students must receive approval by submitting a leave request to the rotation coordinator in advance of confirming their testing date and location. Only one student may be absent from a rotation at a time unless explicitly approved by the rotation coordinator or supervising clinician.

Other Personal Leave

This leave is of minimal value to the veterinary educational experience, though it may have relevance (go to a dog show or the Equine Olympics) or may not have relevance to the curriculum (attend a wedding, run the Boston Marathon). Approval to miss clinic time without penalty or make up required lecture or laboratory attendance for personal leave is at the discretion of the instructor.

Externship Attendance

Students are expected to attend and satisfactorily complete all externship responsibilities. Should a student miss a half or full externship day, the student may be issued an incomplete grade and be asked

to return to the externship to complete the missed clinical education; supervising clinicians have the flexibility to issue a grade to these students should they feel the student has demonstrated acceptable clinical competence. In some instances, supplementary assignments may be recommended, again at the discretion of the supervising clinician. Students who miss multiple days during an externship may receive an incomplete grade, depending on externship length; the externship grade and university credit will not be issued until the student has satisfactorily completed the equivalent time missed. Students are to complete leave forms for any missed time on externships. As with internal leave forms, the form should be signed by the externship supervising veterinarian and forwarded to the Office of Academic and Student Affairs. Students should not schedule non-essential leave (i.e., vacation, CE, personal events) during externships. For specific information about externship expectations, see https://vetmed.tennessee.edu/wp-content/uploads/sites/4/Externship_Packet.pdf.

Evaluation of Courses and Instruction

All students are expected to provide evaluations for courses and instructors. Student evaluation of courses and instruction provides basic information that is used for three different functions:

- First, and foremost, feedback to the instructors assists them to better meet student needs. Just as exams provide necessary feedback in determining student progress and the success of instruction, student feedback assists in tailoring the course and instruction.
- Secondly, the faculty use evaluations to monitor the curriculum. Students have a unique perspective in that they proceed through the whole professional curriculum. This input about content and coverage is often the only input on a course, independent of the instructors. Thus, it is an important and valuable form of feedback. Student input is often the stimulus for further review of a course or semester by the UTCVM Curriculum Committee.
- The third use of the evaluations is in consideration of faculty promotion, tenure, and salary decisions. Faculty evaluation is primarily the responsibility of the department head and peer review teaching committees, but student participation in an evaluation has considerable impact. Evaluations that represent the opinions of a mature class of students can be very influential. Failure of students to take their part in the process seriously reduces the impact of these evaluations on advancement considerations.

Evaluation of Didactic Teaching. Each instructor involved in didactic teaching is evaluated by the students in the course if his or her involvement includes at least 4 contact hours. Evaluations are requested near the end of the course.

The following points are addressed by the evaluation, and individual instructor scores and mean scores for all faculty teaching in that year are made available. Possible student responses to each statement range from strongly disagree to strongly agree.

1. This instructor seems concerned with facilitating mylearning.
2. Lectures/labs, etc. conducted by this instructor (regardless of course) were organized and had clear objectives.
3. This instructor was willing to discuss course material with me outside of class time.
4. This instructor encouraged interaction and answered student questions during class meetings.
5. Any teaching aids (handouts, visual materials, demonstrations, illustrations) used by this instructor were helpful and relevant to me in learning the subject matter.
6. Major concepts were emphasized during classroom presentations.
7. I was clearly informed by this instructor on how I would be evaluated (tested/graded).
8. The instructor covered material in this course at a pace that was reasonable for me.
9. Directions for course assignments by this instructor were clear and specific.

10. My overall opinion of this individual's teaching skills is (range of poor to excellent)

Evaluation of Clinical Teaching. For each rotation, students are expected to evaluate the clinical faculty member or members with whom there was major clinical involvement. The evaluation questions are listed below. The mean scores for all faculty teaching in the clinical year are made available, and possible student responses to each statement range from strongly disagree to strongly agree.

1. I was clearly informed by this instructor on how I would be graded.
2. The instructor actively involved me in rotation activities and case management.
3. The instructor challenged me to solve problems and to explain my decisions.
4. The instructor effectively explained diagnostic and treatment plan options.
5. The instructor was professional and respectful with patients, students, staff, clients and others.
6. The instructor provided timely feedback to me regarding my performance.
7. The instructor provided regular case or topic rounds, or equivalent instructional interactions during this rotation.
8. Overall, this instructor is an effective clinical teacher.

Again, students are asked to comment on each clinical instructor's qualities or teaching skills that contributed to or hindered the success of the student in the clinics. In addition, comments are requested to determine the students' overall opinions regarding their clinical experience.

Students are encouraged to take this responsibility of evaluation seriously and to consistently give it their best effort. Only with complete participation can the evaluations have the impact necessary to bring about improvements. Comments should be constructive, actionable, and professional. Personal attacks are violations of the professionalism code.

Academic Honesty and Student Conduct Code

Academic Honesty

Each student is responsible for his/her own personal integrity in academic life. While there is no affirmative duty to report the academic dishonesty of another, each student, given the dictates of his/her own conscience, may choose to act on any violation of the Honor Statement. A reporting form exists here: https://liveutk.sharepoint.com/sites/utcvm/students/SitePages/Academic%20Honesty%20Report%20Form.aspx.

The following Honor Statement must be signed by each student upon entry to veterinary school and upon entering the clinical phase of the program.

"An essential feature of The University of Tennessee is a commitment to maintaining an atmosphere of intellectual integrity and academic honesty. As a student of the University, I pledge that I will neither knowingly give nor receive any inappropriate assistance in academic work, thus affirming my own personal commitment to honor and integrity."

Violations of Academic Honesty

Students are prohibited from engaging in the following types of misconduct: cheating, plagiarism, or any other act of academic dishonesty, including, without limitation, an act in violation of the Honor Statement. Violations of academic honesty are a serious breach in academic integrity. Plagiarism is using the intellectual property or product of someone else without giving proper credit. Furnishing false information to the university is also considered a breach of academic conduct.

While collaboration between students in ABLEs is encouraged and expected, the written work produced by students (notes, papers, problem lists, reflective journals, etc.) is each individual student's work. These written materials should not be shared with students in earlier years of the professional curriculum. Sharing of written information with students in the earlier years of the curriculum is considered academic cheating or plagiarism and is a breach of the university's honor code.

In the event of an allegation of academic dishonesty, an instructor and/or the Associate Dean for Academic Affairs will notify the student of the allegation, describe information supporting the allegation, and give the student an opportunity to respond within 5 business days of written notice/transmittal of the decision to the student. The instructor may impose an academic penalty, such as a failing or reduced grade on an examination or in a course, or an assignment to repeat the work.

Misconduct Appeals: Students with grievances should first seek resolution at the instructor, department, and college levels. At a minimum, the student must first confer with the appropriate faculty member, advisor, the department head, and the Associate Dean for Academic Affairs. Further appeals related to decisions of student conduct or professionalism (e.g., professional probation, misconduct, cheating, etc.) may be made to the Dean of the UTCVM within 5 business days of written notice transmittal.

With an allegation of academic dishonesty that the student believes was not satisfactorily resolved within the UTCVM, students have the right to appeal by submitting a written Notice of Appeal of Academic Penalty within 5 business days to the UT Knoxville Office of Student Conduct and Community Standards (SCCS) using a form provided by SCCS. Students also have a right to be assisted by an advisor throughout the student conduct process. Resolutions are usually achieved by either 1) signing a resolution agreement or 2) having a formal hearing before the Student Conduct Board.

For complete information and a complete list of conduct violations, visit http://hilltopics.utk.edu/ and https://studentconduct.utk.edu.

Full appeal procedures in regard to allegations of misconduct or academic dishonesty are presented in *Hilltopics* under "Student Code of Conduct" at https://hilltopics.utk.edu/student-code-of-conduct/. Misconduct appeals should be directed to the Office of Student Conduct and Community Standards, 412 Student Services Building. Students with grievances related to race, sex, color, religion, national origin, age, disability, sexual orientation, gender identity, marital status, parental status, genetic information, or protected veteran status should file a formal complaint with the Office of Equity and Diversity, 1840 Melrose Avenue.

Per Board of Trustees bylaws, Article V, Section 5, "Any employee or student of the University who feels that he or she may have a grievance against the University shall have the right of appeal through the appropriate Chancellor or Vice President to the President of the University, except as otherwise provided by University policy." In the case of UT students, they may appeal the decision of the Dean of the Graduate School to the Provost, and then the UT Knoxville Chancellor.

Academic Standards Policy

Academic evaluation of students is not based solely upon examination grades but is also a matter of continuing objective and subjective evaluation of student academic performance and/or progress. Satisfactory clinical performance and adherence to standards of professional conduct are required of each student in the UTCVM, regardless of cumulative grade point average. These factors are considered in the evaluation of each student and will be critical in determining the student's continuation in the professional curriculum.

Subjective Grading

In certain courses, a portion of the grading process will be subjective. Students will be advised of the method and basis for the determination of this portion of the grade by the course instructor(s). Clinical rotations are graded by performance rubrics (https://vetmed.tennessee.edu/academics/curriculum-and-assessment/). Evaluation of skills performance is by observation of competency within medical standards of care. A skills log is used to record

successfully performed skills. A minimum of 200 total and 110 core skills are required for graduation.

Academic Progress

Satisfactory completion of the professional curriculum requires a cumulative grade point average of 2.0 or greater, completion of the minimum required skills, and a passing score on the Veterinary Educational Assessment (VEA) examination or exam remediation approved by the Academic Progress Committee. All three of these requirements must be completed in order to receive the DVM degree.

Expectations for Progress. Students are considered in "good academic standing" if both the most recent semester and cumulative DVM program GPAs are 2.0 or above. Similarly, students are normally advanced in the curriculum if the most recent semester and cumulative GPA are 2.0 or above and no final grades fall below C. In this professional program, however, mastery of content and skills is paramount to build a foundational and growing body of knowledge to achieve the goals of the program and to succeed in clinical endeavors and on licensing examinations, so students should strive for an academic performance well above the minimum.

Professionalism. Academic evaluation of students is not based solely upon examination grades but is also a matter of continuing, objective and subjective evaluation of student professional conduct. Adherence to standards of professional conduct are required of each student in the UTCVM, regardless of cumulative GPA. These factors are considered in the evaluation of each student and will be critical in determining the student's continuation in the professional curriculum. Expectations for professionalism are described elsewhere in this handbook.

For complete information and a complete list of conduct violations, visit http://hilltopics.utk.edu/ and https://studentconduct.utk.edu.**Academic Progress Reviews.** The Academic Progress Committee reviews student standing if any one or more of the following occurs.

1. A student's cumulative grade point average, or grade point average for any academic semester, falls below a 2.0.
2. A student fails a course or receives a grade of "D" in a course.
3. A student demonstrates unsatisfactory clinical performance, as evidenced by an NC grade, more than one "low performance flag" (unsatisfactory marks within the clinical competency rubric) within a single rotation or low performance flags repeated across three (3) or more rotations.
4. A student fails to adhere to the standards of professional conduct.
5. A student fails to pass the VEA examination after two attempts.

The UTCVM Academic Progress Committee, composed of the Associate Dean for Academic Affairs, the committee chair, and at least one faculty member each from the three departments in the college, will interview and evaluate each student whose performance and/or progress is below the minimum acceptable level. Normally, the meeting will occur within 3 weeks of the last final examination of the semester (excluding holidays). The student will be asked to prepare a written narrative response prior to the meeting, including reflection on their progress and challenges, along with plans for improvement. The responsible instructor or instructors will be contacted by the Associate Dean for Academic Affairs, and all pertinent information–including the student's academic history, all examination grades for the semester (pre-clinical students), and all prior evaluations (clinical students)–will be presented to and evaluated by the committee.

After reviewing this information, the committee will determine appropriate action based on majority vote and academic guidelines. The committee chair will communicate the committee's decision in writing to the student with copies to the Dean and Associate Dean for Academic Affairs. Such action may include remediation and re-examination; requirement that a course(s), term(s), or year(s) be repeated; suspension; dismissal with ability to reapply; permanent dismissal; or other appropriate measure(s).

Reviews by the committee are holistic in nature and highly individualized. Normally, students with a D or F grade in a core course and a low semester or cumulative GPA, and students accumulating more than two D grades in the pre-clinical curriculum, will be advised to repeat semester content. In other

circumstances of D grades, remediation and retesting, or advancement without retesting, may be recommended. Committee recommendations of an academic plan, actions, or resource acquisition to promote academic success will be provided to the student in writing, usually within 10 calendar days of the meeting. Such actions will be defined as mandatory or as recommendations. It is the student's responsibility to complete or seek assistance in meeting the ascribed recommendations or actions outlined by the Academic Progress Committee. Failure to meet academic standards or the written requirements outlined by the Academic Progress Committee may result in academic probation, suspension, or dismissal from the UTCVM professional program.

Academic Probation

Academic probation is an indicator of academic standing that designates performance short of college expectations. Continued deficiencies during a probationary semester are likely to result in suspension or dismissal. Under academic probation, students must stay in regular contact with their advisor and the Associate Dean for Academic Affairs, relinquish officer positions in class leadership and student organizations, and review commitments to other extracurricular activities with the Associate Dean. Existing and new scholarships (not financial aid) also may be impacted.

Students placed on academic probation must maintain satisfactory academic performance in the subsequent semester of study. Satisfactory academic performance in this circumstance is usually defined as a semester GPA between 2.0–2.5 with no grades below a C. Students on academic probation who are repeating semester course content will be expected to achieve a semester GPA of 2.5 with no grades below a C. Students will remain on Academic Probation at any time their cumulative GPA is less than 2.0 or as determined by the Academic Progress Committee. Probationary status for more than two semesters of the program may result in suspension or dismissal.

Professional Probation

Professional probation is an indicator of one or more documented incidents where student behavior has fallen short of the college or university expectations for professional conduct. Review of these incidents is also under the purview of the Academic Progress Committee and will be conducted as described for academic reviews above. The committee may recommend additional written reflections, targeted training or remediation, suspension or dismissal. Other penalties may be assigned by the university, as described in university documents (http://hilltopics.utk.edu/ and https://studentconduct.utk.edu.)

Academic Suspension

Suspension is a temporary pause or deceleration of a student's progress. Suspension may be for a defined period (e.g. one semester or one calendar year) or indefinite period of time (until key readmission criteria have been met). The suspended student is withdrawn from the UTCVM for the period outlined by the Academic Progress Committee.

Readmission requires the student to demonstrate readiness for successful completion of the professional program and completion of actionable plans outlined by the committee. Students must submit a letter of request for readmission. The letter should outline compliance with Academic Progress Committee recommendations or describe actions taken to achieve academic success. The letter should be received by the Associate Dean for Academic Affairs before a specified date, normally 90 days prior to the expected return date. Upon approval by the Associate Dean for Academic Affairs and/or Academic Progress Committee, a readmission form will be provided by the college registrar and must be completed for readmission to proceed.

Academic Dismissal

Academic dismissal is the result of a pattern of receiving grades that are below the university's standards for good academic standing. Students who have been academically dismissed are not eligible to enroll in UTCVM classes, either full-time or part-time, are not permitted to live in university housing, and no longer have privileges provided through the UT VolCard.

The decision of dismissal means that the student is withdrawn from the UTCVM and may not apply for readmission with advanced standing. Dismissed students will be given one of two options on readmission based on their academic and professional performance. The options for post-dismissal reapplication will

be outlined in the dismissal letter as follows: 1) no option for readmission, or 2) readmission by competitive process through the VMCAS application service.

Eligibility for a change of status to register in another area of study within the university will be evaluated by the Dean of the Graduate School at the request of the student.

Academic Appeals

In general, students with academic grievances should first seek resolution at the instructor and course coordinator level, communicating clearly and professionally their reasons for concern about examination, course, or other assessment results. Additional internal levels of appeal include the department and college levels. At a minimum, the student must confer with the appropriate faculty member, advisor, the relevant department head, and the Associate Dean for Academic Affairs prior to college or university appeal. If resolution at this stage is unsatisfactory, further appeal may be made to the Dean of the College of Veterinary Medicine, the Graduate Council Appeals Committee through the Assistant Dean of the Graduate School, and ultimately to the Dean of the Graduate School (see sections below).

Appeals of Academic Progress Decisions: The decision of the Academic Progress Committee may be appealed in writing within five (5) business days of written notice of the decision. The initial appeal may be made to the Academic Progress Committee if the student can show new information that is material to the original decision. If new information is not the basis for the appeal or the grievance concerns the interpretation of and adherence to college or university policies and procedures, appeals may be made in writing to the Dean of the UTCVM, within 14 business days, but no later than 30 days, of the written notice transmittal. Such appeals include issues of academic policy, procedures, or grading (e.g. academic probation, suspension, or dismissal). Students may further appeal decisions by the Dean with the Graduate Council Appeals Committee (http://gradschool.utk.edu/faculty-staff/graduate-council/appeals-committee/).

University Appeals: The Graduate Council Procedure can be obtained at the university Graduate School or at https://gradschool.utk.edu/documents/2016/02/student-appeals-procedures.pdf/. Appeals may involve the interpretation of and adherence to university, college, and department policies and procedures as they apply to graduate education and the issuance of grades based on specific allowable reasons stipulated in the Graduate Council Appeal Procedure. Appeals of academic penalties must be placed within thirty (30) days after the final grade has been issued. Appeals of policies or procedures must be placed within thirty (30) days after the UTCVM Dean's decision.

Per Board of Trustees bylaws, Article V, Section 5, "Any employee or student of the University who feels that he or she may have a grievance against the University shall have the right of appeal through the appropriate Chancellor or Vice President to the President of the University, except as otherwise provided by University policy." In the case of UT students, they may appeal the decision of the Dean of the Graduate School to the Provost and then the UT Knoxville Chancellor.

Academic Withdrawal

Students may withdraw from the professional curriculum before the term has ended for academic, health, or personal reasons. Students should consult with the Associate Dean for Academic Affairs to aid in the withdrawal process. Students who withdraw and are in good academic standing may be readmitted at the discretion of the Associate Dean. The process for withdrawal is defined by UTK. Students should consult *Hilltopics* (http://hilltopics.utk.edu/) and the Graduate Catalog (http://tiny.utk.edu/grad-catalog), which describe withdrawal procedures, academic dismissal, and suspension, including appeal. A portion of tuition may be refunded, based on the date of withdrawal, and any refund due is issued by the Bursar's Office. Students who withdraw from the professional program are asked to declare their withdrawal in writing to the Office of the Associate Dean for Academic Affairs. Instructions and/or reenrollment terms will be provided in writing upon receipt of the letter.

Failure to attend classes for the remainder of a term, without filing for withdrawal, results in automatic F or NC grade in each affected class.

Advanced Placement and Transfer of Students to UTCVM

Acceptance into the UTCVM is a highly competitive process. The UTCVM has made a 4-year commitment to those students who have been offered admittance, and a mutual commitment by the student is similarly expected. Because our professional curriculum is developed as sequentially-dependent content, the ability to accept advanced placement students is limited. As such, the transfer or advance placement of qualified veterinary student applicants from (or to) AVMA-accredited institutions will be considered on a very limited basis. When exceptional factors support consideration of a transfer or advanced placement, the following policy applies:

- Applicants to the UTCVM may be considered for entry to begin in semester 2 or semester 3 of the professional program only. Applications must be from individuals who are attending AVMA-accredited U.S. or foreign veterinary medical colleges and who have equivalent curricular and veterinary medical backgrounds. Priority will be given to applicants who are residents of Tennessee.
- Applicants will initially be evaluated by the Admissions Committee. Transcripts of undergraduate and professional education will be reviewed, as well as supporting letters from the dean and associate dean from the primary (transferring) institution. Additional evaluation to aid placement may consist of examinations (written, oral, practical, or any combination thereof). The Admissions Committee will provide a recommendation to the Dean of the UTCVM.
- The Dean and Associate Dean for Academic Affairs will determine course selection and approve any and all transfer credit.

Transfer from the UTCVM

Students wishing to transfer from the UTCVM to another institution should discuss their need with the Associate Dean for Academic Affairs. The college does not generally support transfers except for extraordinary need, as these positions are not easily replaced and have denied educational access to another qualified candidate. Should the need be approved, the Dean and Associate Dean will assist the student in contacting the target institution and providing supporting letters of good standing and any additional information needed by the transferring institution.

Should the petition to transfer not be approved, the student retains their right to withdraw from the UTCVM. They may continue to seek transfer to other veterinary medical institutions, and all transcripts will be sent via the UTK Registrar's Office. They will not, however, receive a letter of support from the UTCVM Office of the Dean.

Student Services

Financial Support

Loans

Eighty percent of UTCVM students received some form of federal financial aid during the 2018–2019 academic year.

The UT Financial Aid Office offers information on federal and private student loans (http://onestop.utk.edu/loans/). In addition, the UTCVM provides on-site financial aid review and oversite specific to veterinary professional students through the Office of the Associate Dean for Academic Affairs.

Students applying for financial aid must complete the **Free Application for Federal Student Aid (FAFSA) each academic year** (an academic year is defined as consecutive fall, spring, and summer) before any financial aid award can be confirmed. The primary source of financial aid for veterinary students is Federal Direct Stafford Loans (subsidized/unsubsidized). Depending on a student's financial aid analysis, they may be eligible to receive Direct Unsubsidized and/or Direct PLUS loans.

Direct Unsubsidized Loans are available to students (with or without demonstrated financial need) who have completed the FAFSA. While these loans are not need-based, they are budget-based, and students will not be eligible to borrow more than their budget. The current fixed interest rate for the Direct Unsubsidized Loan is 4.30%, and these loans begin accruing interest immediately. The interest on these loans may be paid while enrolled in school or may be added to the loan principal when it goes into repayment (6 months after graduation).

Direct PLUS Loans are available to students (with or without demonstrated financial need) who have completed the FAFSA. These loans are designed to assist students to reach their budget if they have not done so with scholarships or unsubsidized loans. These loans carry a credit base, and students will need to apply for them directly through the U.S. Department of Education. These loans have a current fixed interest rate of 5.30%.

Tuition rates are set by the UT Board of Trustees each June. Students should plan for a 3–5% tuition increase each year. Excess funds for the fall 2021 semester for students who have set up direct deposit will be sent to their banking institutions in late August. Students should allow 3–5 business days for the funds to appear in their accounts. Students are strongly encouraged to set up direct deposit. For students not choosing direct deposit, checks will be mailed after the direct deposits have been processed. Loan fees (1.057% for Unsubsidized and 4.228% for Direct PLUS) will be subtracted from financial aid funds; fees are taken out of the loans first.

Should you have questions pertaining to these loans, contact http://onestop.utk.edu/loans/.

Scholarships

UTCVM scholarships are awarded in fall semester and thereafter distributed between fall and spring semesters. Although many UTCVM scholarships are awarded to students in the clinical year, nearly 50% of all students receive a scholarship award. Scholarship awards are based on academic excellence, financial need, and interest area. All students will be asked to complete a scholarship profile before the start of each academic year in order to best identify scholarship opportunities. Federal regulations require the UTCVM to notify the Financial Aid Office of scholarships. Scholarships are calculated into total financial aid awards for the year and can affect the amount of other funding you may receive.

Student Emergency Aid Fund (SEAF)

The **UTCVM SEAF fund** is established through contributions provided for this specific purpose and will apply only to UTCVM students who experience emergency situations for which funds are not otherwise immediately available.

Limits: A maximum of $500.00 may be borrowed from the fund.

Reimbursement: Students are expected to repay the amount borrowed as soon as they are able, but no later than prior to graduation or departure from the UTCVM. Specific arrangements to repay the loan following graduation must be approved by the Associate Dean and Financial Aid Office in advance.

Loan Interest: No interest will be charged. However, in order to perpetuate the program and keep the SEAF solvent, it is expected that loan beneficiaries will wish to contribute to the fund in excess of the amount borrowed.

Procedure: Any student in several financial need should present his or her request to the Associate Dean for Academic Affairs, who is empowered to render a decision and have issued immediately a draft not to exceed $500.00.

Financial Aid: Federal regulations require the UTCVM to notify the Financial Aid Office of emergency loans. Emergency loans are calculated into total financial aid awards for the year and can affect the amount of funding you may receive.

Registration

Registration is required of all students when using university facilities. Registration allows use of services such as library checkout, laboratories, and recreation facilities not open to the public.

Information concerning registration is available through Self-Service Banner via My UTK (http://myutk.utk.edu) each term. Registration is accomplished for all veterinary students through the Office of the Associate Dean of Academic Affairs. Any veterinary student, including those who are dual enrolled in graduate programs (i.e. DVM/MPH, DVM/MS or DVM/PHD programs) should consult with the UTCVM Registrar to assure proper assignment of courses and course credits toward the correct degree.

Payment of Registration Fees

During priority registration, a statement is e-mailed to the registrant. Payment is due by the deadline noted on the bill. Additional information may be obtained from the Office of the University Registrar at 865-974-2101 or http://registrar.utk.edu/ and at the Bursar's Office at 865-974-4495 or http://bursar.utk.edu.

Failure to pay registration fees before the deadline, as noted each semester on the billing statement, will result in cancellation of the schedule. Retroactive registration is not allowed.

More information on tuition costs can be found at http://onestop.utk.edu/your-money/tuition-fees/.

Tuition is based on initial **residency** classification as either in-state or out-of-state. Residency guidelines are determined by state law and are restrictive. Complete information can be gained from the Registrar's Office or this website http://registrar.utk.edu/residency/residency.shtml. In summary, the classification adheres to the following non-residency guidelines:

- if you depend on out-of-state parents/guardians for support
- if out-of-state parents/guardians claim you as a dependent on a tax return
- if you are attending school in Tennessee only for the purpose of schooling
- if you entered UT as an out-of-state, full-time student

Where status is unclear, students should discuss their status with the UTCVM Registrar. A process of second and third appeals exists in controversial cases. Active duty members of the U.S. Armed Forces and U.S. Armed Forces veterans are eligible for in-state tuition.

More information is available through the UTCVM Residency Classifier: College of Veterinary Medicine, 2407 River Dr. Room A104C Knoxville, TN 37996-4500; Phone: 865-974-7354; E-mail: cvmadm@utk.edu.

Accommodations for Disabilities

The **UT Office of Student Disability Services** (865-974-6087; http://sds.utk.edu/) provides appropriate accommodations and assists all students who anticipate or experience an educational barrier due to a hearing, vision, or neurological disability; a learning or attention-related disability; and/or a physical or mental health condition. The Office of Student Disability Services (SDS) is the designated office that obtains and files disability-related documents, certifies eligibility for services, determines reasonable accommodations, and develops plans for the provision of such accommodations. It is the student's responsibility to request in advance any individual assistance and to verify that the instructor is aware of accommodation needs. Accommodations may be course- or rotation-specific and will be provided as described by SDS. Full testing accommodations are provided through the UT Student Disability Services testing center (SDS, 100 Dunford Hall, 915 Volunteer Blvd.). Certain accommodations may be available within the regular exam room of the UTCVM. Students should discuss with their instructor which accommodations might be available (e.g., reading software, noise-canceling headphones, etc.). If the regular exam room does not meet specific needs, students should take the exam at SDS and should sign up for an exam time online through the Student Portal at https://bachelor.accessiblelearning.com/UTK/ at least 7 days in advance of the exam. Students who require additional time or a written exam must take

their exams at the SDS testing center.

Students with short-term disability needs (such as a broken arm) may seek the advice of the Associate Dean for Academic Affairs and/or the guidance of SDS for appropriate documentation and approval of temporary accommodations.

Faculty/Student Advising Program

Each incoming veterinary student is assigned to a faculty advisor. Faculty and incoming students are expected to meet/connect three times during the first semester. Early on, advising is intended to be primarily academic. However, depending on the rapport established, some students consult with their faculty advisor for non-academic reasons, as well. Advisement may entail selection and supervision of the senior electives, career choices, etc.

The Office of the Associate Dean for Academic Affairs and the Veterinary Social Work program are also available to all veterinary students for counseling on academic, financial, or personal problems. When appropriate, referral can be made to other on-campus or off-campus resources, such as marriage counselors, mental health clinics, etc.

Student Life

Career Counseling

Students may receive career counseling at four different levels:

- **UTCVM Advisor:** Faculty advisors are available to assist students with long-term career goals. See Faculty Advising Program.
- **UT Center for Career Development:** Mary Mahoney, Senior Assistant Director, and Alexis Andershock, Career Coach, provide and arrange formal career services, such as resume review, mock interviews, job searches, etc. For a full list of services, visit http://career.utk.edu/#.
- **UTCVM Career Center:** This Web site allows students to apply for jobs, offers tools for resume writing, and maintains a list of for-hire career coaches and open job positions. Visit http://careers.vet.utk.edu/.
- **Individualized Career Coaching** is available with the Associate Dean for Academic Affairs.

UT's Pendergrass Library also maintains an employment resources guide: http://libguides.utk.edu/c.php?g=188636&p=1246634.

Internships/Residencies:

Students interested in pursuing an internship or residency for post-DVM clinical education should visit https://www.virmp.org/, the Veterinary Internship & Residency Matching Program.

Internships are 1-year programs, typically offering veterinarians broad-based clinical exposure to areas that include surgery, medicine, radiology, emergency medicine, intensive care, ambulatory services, theriogenology, and anesthesia. Residents participate in a 3-year program, specializing in a particular clinical area.

Veterinary Social Work

VSW seeks to understand and provide social work services at the intersection of veterinary and social work practice. We operate under the guidelines of the NASW Code of Ethics. Moreover, our team has our own set of values and guidelines. These include, but are not limited to, respecting self-determination, taking a strengths-based perspective, reflecting, standing for social justice, taking personal responsibility for mental health and wellbeing, laughing, playing, apologizing when needed, being flexible and forgiving; being available, adaptable, and here for you; and doing our daily best to assume good intentions.

Veterinary Social Work (VSW) provides time-limited counseling services for enrolled UTCVM veterinary medical students. These services are designed to help students address personal and psychological difficulties that may otherwise interfere with their academic, social, or psychological well-being. Services include individual, couple, and group psychotherapy, as well as a range of workshops and programs. Each veterinary student receives five free sessions per year and unlimited attendance at workshops, programs, and groups. VSW may provide more than five sessions on a case-by-case basis. VSW exists to support veterinary students while they develop the skills necessary to engage in required self-care for being a successful veterinary medical professional.

Procedures

VSW counseling sessions are kept confidential according to the guidelines set forth in Title 33 of the Tennessee legislative code. If they wish, students may sign a release of information to share information with selected individuals within and outside the college. The VSW team uses an electronic health record (EHR) for all documentation, scheduling of appointments, and releases for communication. This EHR is used by the VSW team outside of the UTCVM servers. Our EHR also allows us to offer secure chat and Zoom web meetings to offer tele-behavioral health. VSW seeks to provide evidence-based practice; therefore, students seeking services may be asked to complete assessment tools so the efficacy of the treatment approach can be monitored by the student and the social worker. Although we hesitate to become involved in disciplinary matters for veterinary medical students, there are times a student or administrator may request our advice or advocacy. We would only consider this with consent from the student.

VSW services address a wide range of issues and concerns common to veterinary medical students. These concerns include, but are not limited to:

- Coping with common life concerns, such as adjustment to veterinary school, general dissatisfaction, specific stressors, and declining academic performance.
- Dealing with social or interpersonal problems such as the loss of a significant relationship, persistent interpersonal conflict, and difficulty finding adequate social support.
- Support following a distressing or traumatic life event, such as the death of a loved one or breakdown of a significant relationship.
- Dealing with developmental challenges such as coming out as LGBTQ, identity concerns, spiritual/religious crisis, and/or clarifying values, roles, and life goals.
- Treatment for psychological disorders that may be managed effectively with time-limited treatment (e.g., five sessions or less per year), such as acute depression or anxiety.
- Treatment for more chronic disorders such as bipolar disorder or trauma-related disorders when symptoms “come and go” and may respond well to brief intervention and medication adjustments.
- Consultation with students, faculty, or staff regarding how to get help for a student.

Psychological concerns that require intensive and/or long-term treatment may not be adequately addressed within a time-limited treatment frame or through “embedded” mental health services (embedded services are those offered from VSW mental health professionals who work in the UTCVM, as opposed to an outside provider such as the UT Student Counseling Center or a mental health professional in the community.) In such cases, VSW will work with the student to find an appropriate level of care through campus or community resources. Examples of such cases include, but are not limited to:

- Active addiction to alcohol or drugs, need for medical detoxification, or use of substances in a way that interferes with effective treatment and/or academic performance.
- Problems around eating and nutrition that may require medical support and an interdisciplinary team approach.
- Evidence/risk of progressive deterioration in mental or emotional functioning that requires intensive intervention.

- Acute risk of harm to self or others requiring emergency intervention in a controlled environment (i.e., hospitalization).
- History of long-term treatment and continued need for that level of care.
- Student requests or expects multiple sessions in a week.

A student's sufficient motivation and emotional investment in treatment is essential to effective time-limited therapy. There are some circumstances where motivation and sufficient emotional investment may not exist. These circumstances include, but are not limited to:

- Coming to counseling primarily because of external pressure.
- Seeking counseling to fulfill class requirements.
- Fulfilling premarital counseling requirements.
- Seeking to meet imposed legal requirements or to reduce legal consequences without evidence of a personal desire to change.
- Inability to identify a focus of counseling and/or to take appropriate responsibility for identified concerns.
- Persistent non-compliance with treatment plan or recommendations.

In these circumstances, VSW will assess your needs and provide you feedback about how to move forward with VSW or perhaps another path to care.

VSW also is a training ground for all levels of social work practice, so social workers are often required to engage in supervision on their counseling cases with an LCSW.

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vetsocialwork@utk.edu www.vetsocialwork.utk.edu 865-755-8839

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Office Numbers: B151 (Small Animal Hospital) & B317 (3rd floor near old Munch Box)

Tom Favale, DVM, LMSW: 865-XXX-XXXX (tfavale@utk.edu)

Andrew Lufkin, MSSW: 865-XXX-XXXX (dlufkin@vols.utk.edu)

Elizabeth Strand, PhD, LCSW: 865-XXX-XXXX (estrand@utk.edu; text is great)

Housing

Students have the option of applying for housing accommodations that the University of Tennessee offers to students. However, because of the rigorous requirements of veterinary school, on-campus housing is usually not as conducive to study time as off-campus housing. The Division of Housing also maintains extensive listings of off-campus apartments, houses, rooming units, and mobile home units that are offered for rent to students, faculty, and staff. Inquiries about housing should be directed to the Division of Housing (http://housing.utk.edu/), Off-Campus Housing (https://offcampushousing.utk.edu/), and http://www.knoxapts.com/. Available housing may also be advertised on VetNet Classifieds.

Facilities

Mailboxes for pre-clinical students (years 1–3) are located in the "Munchbox" on the third floor, room **B301**. Mailboxes for clinical students in their 4th year are located in the Large Animal Hospital (the "Barn") student break room, room **D115**. Mailbox numbers are grouped by class and updated every semester.

Lockers are available for 1st-year students in the anatomy laboratory hallway. Lockers for 2nd-year students are in the 2nd-year classroom, **C100**. For 3rd- and 4th-year students, locker rooms with showers are located on the second floor, above the hospital. The women's locker room is **B214** (in the Small

Animal Clinical Sciences hallway). The men's locker room is **B203** (in the Large Animal Clinical Sciences hallway). Contact Alicia Robino (arobino@utk.edu) if additional facilities-related or special accommodations are needed.

Ride the T – Campus Transit Service

The University of Tennessee's transit system, "The T," provides students with a safe, convenient, and efficient campus-wide transportation service. Service is fare-free for all passengers, and real-time GPS tracking allows students to monitor current location and arrival time. The UT mobile app integrates The T's GPS tracking map, route stop information, and news updates on route and service changes. All T vehicles are accessible to passengers with disabilities and have front-of-vehicle bicycle racks. Four USB charging stations are located at the back of each vehicle.

For routes, scheduling, and maps, visit http://ridethet.utk.edu/.

Employment

Occasionally, research faculty and other laboratories, including histopathology, pathobiology, clinical pathology, and the small and large animal hospitals, require summer, holiday period, and/or semester student assistance. Hiring is performed by the faculty or heads of laboratories. It is suggested that DVM students not work more than 10–15 hours per week while classes are in session. Additionally, students are discouraged from working during their first semester of coursework. Important note: All paid students are classified mandatory reporters for Title IX incidents. Student employees should review regulations on mandatory reporting at https://titleix.utk.edu/faculty-and-staff/mandatory-reporters/.

Emergency Student Positions

Clinical pathology, equine medicine, and emergency & critical care employ students to cover on-call periods. These students are paid for their service. Oftentimes they must perform simple laboratory procedures for patients in the off hours.

Center of Excellence Veterinary Student Summer Research Program

The Center of Excellence in Livestock Diseases and Human Health provides funding for research projects that are mentored by the veterinary school faculty. A match is organized so as to select the best 1st- and 2nd-year students to work on these projects each summer. The range of topics varies, and most departments and subjects are represented. The students may not work more than 400 hours. Many end up with poster or paper publications from the experience. Preference is given to students who are participating for the first time, but some students take part more than once.

Library

Students have access to all university libraries and their extensive collections. This includes the Pendergrass Library (https://www.lib.utk.edu/agvet/), which is located in the north wing of the Veterinary Medicine Building and has e-books, print books, and journals. Poster printing and 3D printing are available at a reasonable cost, and there are both group and quiet study areas with computers. Web pages for class years 1–4 list course books and resources for ABLEs and clinical experiences: http://libguides.utk.edu/veterinarymedicine. Knowledgeable library staff are available, and there is a chat button and other ways to contact library personnel on the library web page.

The UTK John C. Hodges Library houses the majority of the libraries' collections and many unique services. Research assistance and technology services are available almost all hours of the week in the student-centric Commons–a popular venue for both studying and socializing. Technology-rich facilities and services include a multimedia digital production Studio and ever-expanding virtual resources that are easily discoverable.

Pendergrass Library Study Rooms

The reservations policy for Pendergrass Library study rooms is summarized below:

UT students, faculty, and staff may reserve study rooms in the library on a first-received, first-made basis.

All reservations must be placed at least 48 hours in advance. Rooms not reserved in advance are available on a first-come, first-served basis. Study rooms may be reserved for no more than 4 hours at a time. Patrons may only have two reservations per week. These two reservations cannot be combined to form one extended reservation.

Reserved rooms must be claimed in person within the first 15 minutes of the reservation. If a member of the reserving party is not in the room within 15 minutes of the reservation's start time, the reservation is forfeited and the room is open for use by anyone in the library. Patrons who did not make a reservation but are using a study room at the beginning of a scheduled reservation may be asked to leave the room.

Study rooms have been affected by construction and are subject to availability; reservations may be canceled or modified at any time, specifically to accommodate classes, special events, university business, etc. ABLE groups will continue to get priority for the study rooms. All library and UT policies apply to patrons using the study rooms. All study room policies are subject to change.

Tutoring Services

The UTCVM Student American Veterinary Medical Association (SAVMA) will provide students with an opportunity for peer-to-peer tutoring within the school. Tutors are typically students from a higher class tutoring a student in a lower class. Participation is voluntary. The SAVMA vice president will be in charge of gathering names of volunteer tutors. Students who wish to use the tutoring service should contact the SAVMA vice president or the Associate Dean for Academic Affairs, who will confidentially refer them to an appropriate tutor for the course of their asking. It is up to the student to decide if he or she wants to access a tutor for a course. SAVMA pays for $6/hour of the tutor's fees, up to a maximum of 10 hours ($60)/student/semester. The student pays the tutor directly any difference between their hourly rate and the SAVMA reimbursement fee. Tutoring time is monitored through use of a Tutoring Log Form provided to the tutor by SAVMA at the beginning of the tutoring sessions. At the end of the tutoring service, or the end of the semester, the completed time logs should be returned to the SAVMA vice president or the SAVMA treasurer for the tutor's reimbursement. There is no guarantee a tutor will be available for every course; however, we will try to find one, when possible.

To request a tutor, please contact SAVMA vice president Sophia Cardot or the Associate Dean for Academic Affairs.

Veterinary Bookstore of Tennessee

Regular semester hours of operation: Monday–Friday, 11:50 AM–12:50 PM (excluding holidays); Summer hours of operation: Tuesday, 12–4:00 PM

The Veterinary Bookstore of Tennessee (VBOT) is a non-profit business that was established and is managed by students of the UTCVM to give students the advantage of bulk purchase discounts and wholesale prices. Because of low overhead, as well as educational and non-profit status, VBOT can offer exceptionally low prices on books and equipment. VBOT is also able to provide both student scholarships and donations to many student activities such as the annual SAVMA auction, SAVMA Symposium, and the yearbook.

VBOT accepts payment using VISA, MasterCard, or American Express. When using a credit card, the following information is required: name as it appears on the card, card type, card number and expiration date, and billing address for card. VBOT will accept payment via check or money order; however, books will not be ordered until the payment is received. A shipping charge of $5.00 per book is added. All VBOT balances must be paid before graduation or may result in holds placed on academic records.

Overseas Shipping: Books shipped overseas will not be charged the $5.00 rate but rather the current rate of shipping by boat (all books shipped in this manner will be insured). Please contact the bookstore for current shipping rates.

For a complete list of books, please go by or e-mail VBOT (Room A106A). To order a book not on the list, provide the following information: author, title, publisher, and ISBN.

Orders may be placed using any of the following methods:

E-mail: vbot@utk.edu; **Fax:** 865-522-2237; **Phone:** 865-522-2237

Mail: Veterinary Bookstore of Tennessee, University of Tennessee, College of Veterinary Medicine, Rm. A106A, 2407 River Drive, Knoxville, TN 37996

Office of Multicultural Student Life

Multicultural Student Life has been an integral part of the university for over 40 years. Notable personalities in the arts, politics, activism and sciences have been brought to the campus for the enrichment of the students, staff and local community through the programs and events offered through the Office of Multicultural Student Life. Multicultural Student Life stands as a testament of the University's commitment to diversity and appreciation of differences in its student, faculty, and staff populations. The office is open Monday through Friday from 8:00 a.m. until 5:00 p.m. at 1800 Melrose Avenue. https://multicultural.utk.edu/

Pride Center

Vol Means All! The Pride Center is the lesbian, gay, bisexual, transgender, and queer (LGBTQ+) resource center at UTK. The center strives to be a space for all members of the UT community to engage with and explore issues relating to gender and sexuality through our events, programming, community space, and initiatives. Engagement opportunities, resources, and other helpful information for the UT community are listed across their website: https://pridecenter.utk.edu/. They are housed in 373 Student Union, 1502 Cumberland Avenue.

Office of Diversity and Engagement

he Office of Diversity and Engagement is committed to supporting the creation of equitable and inclusive spaces for students, faculty, and staff, with a focus on removing structural barriers and fostering an atmosphere in which every member of the campus community matters and belongs. They work to advance access, accountability, an inclusive campus climate, and equity while combating racism, bias, and discrimination. https://diversity.utk.edu/

International House (Center for Global Engagement)

The I-House at 1623 Melrose Avenue is proud to welcome international and domestic students to engage and grow as global citizens by hosting a variety of culturally immersive programs and events throughout the year. https://ihouse.utk.edu/

Student Participation on College Committees

Several college committees include students to increase college input into the decision-making process. Students are unique resources for views and ideas that can improve the college. Each class elects two representatives to the Curriculum Committee to attend and participate in meetings as voting members. Students, typically seniors, may be appointed to applicant interview teams with members of the Admissions Committee. Students also participate in the Educational Enhancement Committee and the Diversity, Equity, and Inclusion Committee.

Summaries for Committees with Student Relevance

Assessment Committee (Chair: Dr. Dianne Mawby)

The purpose of the Assessment Committee (AC) is to develop methods to measure the effectiveness of the college's professional educational program. This is accomplished using student evaluations of teaching, the use of outcomes measurements, developing and implementing stakeholder surveys, and other methods as needed. Responsibilities include:

- Overseeing course and instructor evaluations, including developing and refining instruments, and overseeing methods to obtain data from students

- Providing summary analysis of data and providing recommendations to the Curriculum Committee, Executive Committee, and others as necessary
- Developing methods to measure stated clinical competencies for program evaluation
- Preparing the outcomes assessment portion of the self-study required for American Veterinary Medical Association-Council on Education (AVMA-COE) accreditation
- Preparing the outcomes assessment section of the annual progress reports required by AVMA-COE

The AC consists of one faculty member from each department, selected by the department head and approved by the dean; the director of the Educational Enhancement Committee (ex officio); the chair of the Curriculum Committee (ex officio); and the college assessment coordinator. Members will rotate off the committee in staggered 3-year terms. Members will have voting privileges, except the director of the Educational Enhancement Committee and the chair of the Curriculum Committee, who serve in an advisory role.

Curriculum Committee (Chair: Dr. Karen McCormick)

The Curriculum Committee (CC) represents the faculty, who ultimately own the professional DVM curriculum. The purpose of the CC is to oversee the development of the curriculum with careful regard to the sequence of professional courses and content delivery, the adequacy of course educational content, and the appropriate degree of curriculum redundancy. The specific responsibilities of the CC include:

- Perform an annual curriculum assessment defining the strengths and weaknesses of the preclinical and clinical phases of the professional degree program. This annual assessment will be documented through a year-end written report to the college Executive Committee and will include curricular changes considered during the year (both approved and denied changes) and recommendations for curricular changes to be considered by the committee during the following academic year.
- Review to approve or deny requests for elective clinical experiences outside the UTCVM
- Review faculty requests for curricular change that would substantially impact other portions of the curriculum and prepare a recommendation to be voted on by the faculty
- Address curricular issues that arise on an ad hoc basis and, depending on the nature of the issue, either handle the matter within the committee or prepare a recommendation for faculty vote
- Provide the Associate Dean for Academic Affairs, as needed, support to facilitate UTK Graduate Council approval of UTCVM faculty-approved curricular changes
- Perform annual course reviews and provide written reports summarizing committee discussion for course coordinator consideration and use, as appropriate

This committee shoulders a particularly important responsibility for the college and veterinary profession. Committee members should embrace the concept of educational creativity and are encouraged to continually survey the national and international educational environment for new, innovative forms of teaching, and when appropriate, develop and implement creative educational ideas into the professional curriculum to meet the college goal of advancing the art and science of veterinary medical education.

The CC will consist of 16 to 19 members: two to three faculty members from each department, one or two student members from each professional DVM class, one alumni member, and four ex officio members to include the Associate Dean for Academic Affairs, Curriculum and Assessment Coordinator, chair of the Educational Enhancement Committee, and chair of the Assessment Committee. Department faculty members will be recommended by their respective department heads and appointed by the dean of the college.

Student members will be determined by class election. All members of the committee will have voting privileges, except the chairs of the Educational Enhancement and Assessment committees, who will both serve in an advisory role to the committee. The CC chair is appointed by the dean.

The CC is a standing college committee and as such meets twice monthly throughout the academic year; additional meetings may be called as needed by the chair. The chair leads discussions or calls on individuals to lead discussions on various agenda items. Some business, discussions, and voting may occur electronically, when appropriate. The chair has authority to make assignments to CC members.

Diversity, Equity, and Inclusion Committee (Chair: Dr. Sherry Cox)

The purpose of the Diversity, Equity, and Inclusion (DEI) committee is to cultivate an environment of inclusivity for all UTCVM faculty, staff, and students. The goals and responsibilities of the DEI committee include working closely with college administration to promote and sustain a welcoming, supportive, and inclusive college climate; participating in recruitment and retention of individuals from under-represented populations into college faculty, staff, and leadership positions; participating in the recruitment, enrollment, and retention of veterinary and graduate students with diverse backgrounds and from historically under-represented populations; helping the college develop and strengthen partnerships with diverse communities in Tennessee and the surrounding region; ensuring curricular requirements include meaningful intercultural perspectives; and helping foster an educational environment where professional and graduate students have opportunities to master skills central to becoming effective teachers, researchers, and leaders in a diverse world.

Membership on the committee consists of approximately 15 people: 1 faculty member from each college department, 2 members from the UTCVM staff, 2–3 members from the local, regional, or alumni communities, 4 members from the veterinary student body (1 from each class), the graduate student council representative, the Associate Dean for Academic Affairs, and the Director of Diversity and Student Services, Diversity, and Recruitment. Faculty and staff members will be recommended by their respective department head. The community member(s) will be selected by the dean, and veterinary student members will be selected by class election. All members will have full voting privileges.

Scholarship and Awards Committee (Chair: Dr. India Lane)

The Scholarship Awards Committee is composed of faculty and staff members. In the fall, the committee meets to distribute available scholarship money to students based on the criteria outlined for each individual scholarship (criteria are determined by the donors who established the scholarships)

Educational Enhancement Committee (Chair: Dr. Tom Favale)

The goal of the Educational Enhancement Committee is to improve relations between students and faculty. This committee strives to assist students on a more personal level as they progress through the veterinary curriculum. The responsibilities of this committee are as follows:

- Organize and execute the White Coat Ceremony (August)
- Assign advisors to first-year students (September)
- Reassign mentors/advisors for students requesting a new one or for those who had his/her mentor leave UTCVM (year round)
- Friday Franks (various times throughout the year)
- Advisor/advisee lunch in fall (October)
- Fall finals week study break (December)
- Advisor/advisee lunch in spring (February)
- Graduate-Professional Student Appreciation Week activities (April)
- Organize and execute the “Scrubbin’ In” ceremony (April)
- Spring finals week study break (May)

In additional to these specific responsibilities, students should feel free to contact any member of the Educational Enhancement Committee regarding any concerns with their classes, lecturers, or advisors/mentors.

Mental Health Committee (student-led; Chairs: Elise McDonough & Zach Martin)
The Mental Health Committee aims to allow an outlet to voice anonymous or non-anonymous mental health concerns or suggestions. The group is a branch of the Class of 2024's Executive Board and consists of a student panel with a secretary and project managers. The goal of the committee is to prioritize and address stressors that are associated with veterinary school and the veterinary career in general through goals flexible to class needs. Any student is invited to share feedback and potential solutions at monthly meetings. The committee aims to approach mental health together as a team and form a more encouraging and supportive environment at UTCVM.

Student Representation on Campus

UTCVM students serve as representatives on the UTIA Advisory Council, UTIA Diversity Council, and UTK Provost's Advisory Council, as well as other ad hoc committees or task forces. Student selection and appointment recommendations are usually made by the Dean in consultation with the Associate Dean for Academic and Student Affairs.

Graduate Student Senate (GSS)–The GSS is a student-run organization that serves as a liaison between graduate students and university administration. Each department/program may have at least one representative. The GSS helps to ensure that policies at the university are created and maintained to best serve the graduate student population.

Student Organizations

For more information about any of the following student organizations, including representative contacts, see https://liveutk.sharepoint.com/sites/utcvm/students/SitePages/Clubs and Officers.aspx

Avian, Wildlife, and Exotics (AWE)

AWE provides a forum for students with an interest in all aspects of avian, wildlife, pocket pet, reptile, and zoo medicine. Throughout the year, the organization offers lunchtime lectures, speakers for general SAVMA meetings, and opportunities for hands-on experience. It also provides a list of externships in exotic animal medicine.

Christian Veterinary Fellowship

Christian Veterinary Fellowship (CVF) is a Christ-centered group that focuses on service to the veterinary community and forming fellowship with all. As a club, they offer a variety of club meeting types such as Bible studies, guest speakers, faculty panels, and Zoom meetings with club-sponsored missionaries. This club offers a flexible schedule of weekly meetings during the lunch hour as well as fun, community-building opportunities in the evenings or on the weekends. Outside of that time, this club strives to inspire, uplift, and share the love of Christ with students, faculty, and community. To do so, this club has previously sent encouraging notes before exams, provided free meals to faculty and students, and served communities within and outside of the United States that need veterinary assistance such as rural Kentucky, Nicaragua, and Costa Rica on mission trips.

Companion Animal Club

The Companion Animal Club is for students who are interested in canine and feline medicine. They hold monthly meetings with speakers and/or case presentations relating to these species. The club focuses on modern medicine, as well as holistic and integrative methods of veterinary care. The club typically conducts at least one wet lab each academic semester so that students can get hands-on experience in several different aspects of companion animal medicine.

Food Animal Club

The Food Animal Club is for students who are interested in production medicine of cattle, swine,

camelids, small ruminants, and poultry. They hold monthly noon meetings with speakers and/or case presentations relating to these species, as well as perform hospital case rounds every Wednesday at noon. They also participate in national organizations such as the American Association of Bovine Practitioners and the American Association of Swine Veterinarians and try to send students to these conferences each year. The club typically conducts a wet lab symposium one weekend in the academic year so that students can get hands-on experience in several different aspects of production medicine.

International Veterinary Student Association and Veterinary Public Health (IVSA/VPH)

IVSA/VPH aims to showcase the importance of intersectional collaboration in veterinary medicine. They focus on international opportunities for community outreach and externships, including travel scholarships for CVM students. In addition, IVSA/VPH is interested in exemplifying the One Health model—the health of animals, humans, and the environment—and how we, as veterinary professionals, can contribute to improving public health. Their goal is to illustrate the diversity of a degree in veterinary medicine and to provide students with opportunities to change the world around them. We provide information for incoming students about the Master of Public Health (MPH) program.

Shelter Medicine Club

The Shelter Medicine Club is open to all veterinary students, especially those who are interested in small animal medicine, spay and neuter surgery, and animal sheltering issues. We are a chapter of the Association of Shelter Veterinarians, which means that students can apply for scholarships to attend national conferences and other national opportunities through our club.

The club works closely with the Companion Animal Initiative of Tennessee, helping them with fundraising for their projects and educating the public about animal shelters and spay/neuter at the UTCVM Open House. Each fall, they organize a wet lab where members of the club learn the high-volume, high-quality spay/neuter method from local veterinarians from Young-Williams Animal Center. Students watch a demonstration and then have the opportunity to practice surgical techniques on cadavers. In the spring, they have traditionally held a fundraiser selling personalized lab coats for students, faculty, and staff, and the proceeds have been donated to animal shelters and rescues.

Every month, they have a noon meeting and have had a variety of guest speakers. Once a year, students who participated in the HSVMA Rural Area Veterinary Services mission trip over the summer talk about their personal experiences.

Student Chapter of ACVIM

The American College of Veterinary Internal Medicine (ACVIM) is the national certifying organization for veterinary specialists in large and small animal internal medicine, cardiology, neurology, and oncology. Joining a student chapter is beneficial to those who plan to pursue board certification after graduation, as well as those who wish to work in a general practice setting. The student chapter organizes monthly educational lunch meetings with board-certified speakers in a variety of specialties, as well as holds an annual wet lab for students to gain more hands-on experience with different diagnostic techniques.

Student Chapter of the American College of Veterinary Pathologists (Pathology Club)

Pathology is the study of the origin and processes of diseases, from the cellular and physiologic level to the whole animal. Pathology is exciting because it unifies all aspects of medicine.

Pathologists study all diseases: infectious, neoplastic, metabolic, inflammatory, or otherwise… and study all organ systems, from cardiology to neurology to dermatology and more. Pathology is fascinating, pathology is important, and pathology is beautiful! The Pathology Club at UTCVM stimulates student interest in clinical and anatomic pathology. It offers many fun activities and great ways to get involved!

Student American Veterinary Medical Association (SAVMA)

UT SAVMA provides a forum for members to interact professionally and socially. It provides the

opportunity to gain professional knowledge, an understanding of medical ethics and conduct, and the benefits of organized veterinary medicine. SAVMA's monthly meetings provide an opportunity for students from all 4 classes/years to meet and interact. SAVMA organizes dances and parties during the year and sponsors the spring Awards Banquet. Students who graduate as members in good standing are eligible for many benefits offered by the AVMA. SAVMA is dedicated to promoting friendly relations among students and between students, faculty, and the professional community.

To join SAVMA, a student can come to a meeting and pay dues or contact their student SAVMA representative. To become a member in good standing, it is necessary to actively belong to a committee sometime during the 4 years of veterinary school and be a dues-paying member. All students currently enrolled in the UTCVM are encouraged to become members and add another dimension to their professional education. SAVMA also acts as a link between the university and the AVMA, making available the many programs and opportunities this organization has to offer.

Student Chapter of the American Association of Equine Practitioners (SCAAEP)

SCAAEP provides opportunities for students interested in equine medicine and surgery. The club offers lunch and dinner meetings with a variety of equine-related lecture topics throughout the year. Wet labs for each class year, as well as an AAEP-sponsored lab, are organized for students. Additional opportunities include attending conventions, volunteering at nearby equine events, and other member ideas that pertain to their particular interest area in equine practice.

Student Veterinary Emergency and Critical Care Society (SVECCS)

The SVECCS is a chapter of the national VECCS. The purpose of the club is to promote the education and involvement of veterinary students in all aspects of emergency and critical care medicine. Our club has informative noon meetings with doctors in the emergency/critical care field, promotes involvement by allowing students to volunteer in the critical care unit throughout the semester, and holds wet labs.

Surgery Club

The Surgery Club allows students to gain more exposure to small animal, equine, and production animal surgery. Activities include lunchtime guest speakers, hands-on laboratories, and shadowing opportunities.

Theriogenology Club

This club serves as a way for members to gain experience in theriogenology of various species. Guest speakers and wet labs provide insight, information, and training in all aspects of this facet of veterinary medicine, including artificial insemination, embryo transfer, gestational management, parturition assistance, common reproductive problems/diseases, pregnancy detection, estrus synchronization, etc. Students with interests in small and large animal theriogenology are given the opportunity to learn more about these topics in their fields of interest. Noon meetings are held monthly, and there is normally a wet lab for students each semester, along with events coordinated with Food Animal Club and SCAAEP.

Veterinarians as One for an Inclusive Community for Empowerment (VOICE) Broad Spectrum

VOICE is a student-run organization that seeks to increase awareness and respect to differences among all individuals and communities in the field of veterinary medicine. VOICE also aims to celebrate diversity within our profession, to encourage campus environments that embrace diversity and promote the success of all students, and to emphasize the importance of cross-cultural awareness in veterinary medicine in order to meet the needs of our diversifying clientele. Lastly, in order to ensure a more diverse future for veterinary medicine, VOICE chapters provide leadership and mentorship to youth, particularly those from underrepresented backgrounds, who are interested in careers as veterinarians. Come celebrate the beauty of diversity, and build a stronger veterinary community!

Veterinary Anatomy Club

This club is student driven and tailored to providing opportunities for veterinary students with regard to topics explored within and outside of the first-year anatomy courses to continue the pursuit of knowledge in animal anatomy.

Veterinary Business Management Association (VBMA)

VBMA is a student-driven organization dedicated to advancing the profession through increasing business knowledge, creating networking opportunities, and empowering students to achieve their personal and professional goals. VBMA aims to expand student awareness and knowledge by scheduling speakers for meetings and organizing seminars to cover topics relevant to veterinary practice that lie outside the current veterinary medical curriculum. By networking with professionals within and outside our discipline involved with business management, finance, leadership, marketing, law, and communication, VBMA ensures quality and relevant information for students in the way of financial affairs, entry into the job market, personnel management skills, and opportunities that are available to persons with a DVM degree. VBMA also offers a nationally recognized Business Certificate Program as an additional membership that consists of attending meetings for an allocated total of business education hours. Completion of the program then rewards students with validation by certification to present to future employers for increased hirability and giving each individual more opportunity for priceless networking with peers and professionals in the industry, and a more successful future in our profession.

Wildlife Disease Association, Student Chapter (WDA)

The mission of the WDA is to acquire, disseminate, and apply knowledge of the health and diseases of wild animals in relation to their biology, conservation, and interactions with humans and domestic animals. The chapter's mission is to promote the idea of "One Health" (humans, livestock, and wildlife) by providing an opportunity for all disciplines to work toward a common goal. The club wants to educate students about career and research opportunities, qualifications required, skills needed to promote wildlife health, and connect students interested in wildlife health to mentors and professionals in the field. If you would like to become a member (open to all UTK undergrad and graduate students), email utkwda@gmail.com for more information. Dues are $5.

Policies and Regulations

Title IX and Sexual Harassment

The university has adopted a policy that prohibits sexual harassment (including sexual assault, dating violence, domestic violence and stalking), sexual exploitation, and retaliation. The policy applies to students, faculty, and staff. The university strongly encourages you to report incidents of sexual harassment, dating violence, domestic violence, stalking, or retaliation to the UTK Office of Title IX.

An individual who is alleged to be the victim of conduct that could constitute prohibited conduct are not required to file a formal complaint with the university; however, supportive measures are available even if someone chooses not to file a formal complaint with the Office of Title IX.

If an individual reports prohibited conduct to the Office of Title IX, they are considered a complainant. When working with complainants, Office of Title IX staff will keep information as private as possible, within policy and process; work to evaluate care and support needs; discuss with the complainant their options under university policy; and empower complainants to obtain the care and support they need. At the time of reporting to the Office of Title IX, complainants do not have to decide to file a formal complaint or choose any particular course of action. Going to the Office of Title IX does not obligate a university investigation or reporting to law enforcement unless the complainant chooses to do so.

Choosing to file a formal complaint to initiate a university investigation enables the university to respond appropriately by conducting a prompt, thorough, and equitable investigation and, if warranted, taking disciplinary action against a respondent. A formal complaint is required to begin an investigation under the Policy on Sexual Harassment, Sexual Assault, Dating and Domestic Violence, and Stalking.

Cell Phones and Cameras

Use of cell phones during class or laboratory sessions should be limited to emergency needs or work directly related to the topic at hand. Texting, posting, and communicating with others during class, laboratories, or clinical rounds is distracting and disrespectful to the instructor and student peers. Students are not permitted to bring electronic devices of any type into an examination room during written or practical examinations without explicit instructions from the instructor. Devices include but are not limited to laptops, cell phones, iPads, MP3 players, iPhones, smart phones, tablets, Apple watch, or any similar electronic devices that connect to the Internet or store recorded information. Laptop computers are allowed only in examinations that are given electronically using student laptops. Additionally, cameras and cell phones are not permitted in the necropsy room, and photographs may not be taken of any animals in this area.

In accordance with the state of Tennessee Veterinary Practice Act, photographs of and/or information about client-owned animals may not be shared or posted on any social media site, such as Facebook, Reddit, Instagram, YouTube, Twitter, or Snapchat, or any other internet site, including but not limited to blogs, Flickr, or personal web pages. This policy extends to sites that are set to "private." Additionally, photos of and/or information about client-owned animals may not be shared with anyone outside the college, e.g., in a text message or other private message to a friend or relative. The student will be held accountable for any photo/information that originates from a student and appears secondarily online.

Social Media

Images. In accordance with the state of Tennessee Veterinary Practice Act, photographs of or information about client-owned animals may not be shared or posted on any social media site, such as Facebook, Reddit, Instagram, YouTube, Twitter, or Snapchat, or any other Internet site, including but not limited to blogs, Flickr, or personal Web pages. This policy extends to sites that are set to "private." Posting identifiable case descriptions, images, or records related to clinical or research activities is prohibited. The student will be held accountable for any photo/information that originates from a student and is posted online by someone else. While taking photos in the anatomy labs is permitted for learning purposes, posting photos of animal cadavers, anatomy specimens, or necropsy on social networking sites or any other Internet site is prohibited.

Additionally, in keeping with the UTCVM professionalism guidelines, professional students are encouraged to "think before you post." While the UTCVM respects freedom of speech, posting inappropriate content, photos, disparaging remarks, etc., may not serve students' professional goals, their veterinary career, or the reputations of the college and the university. Posts using derogatory or disparaging remarks, although allowed by the legal definition of free speech, may require review by the APC for failing to meet professionalism standards. Use good judgment about content.

Smoke-Free Campus Policy

The University of Tennessee, Knoxville, including the UTCVM, is a smoke-free campus. "Smoking" means inhaling, exhaling, burning, or carrying any lighted cigar, cigarette (including vaping using an electronic cigarette or similar device), pipe, or other lighted tobacco product, in any manner or in any form. This procedure applies to all university students, employees, contractors, and visitors. Smoking is prohibited in and on all university property, including smoking in private vehicles when parked or operated on university property. This procedure also prohibits littering on university property with tobacco products or the remains of any tobacco products. A map of university property may be viewed here: https://bewell.utk.edu/wp-content/uploads/sites/26/2018/08/UT-Clear-The-Air-Map.pdf. Violation of this policy may subject a student to disciplinary action in accordance with the Student Code of Conduct. Students may report any good-faith concern about a violation of this procedure to Office of Student Conduct and Community Standards.

Parking

Veterinary students operating automobiles, motorcycles, and mopeds on campus are subject to university parking regulations. Parking permits are available at Parking & Transit Services (http://parking.utk.edu/). All

students are required to purchase parking permits for the ACADEMIC year if they will park on campus. Summer parking permits must be purchased, as well. The 2021 summer cost is $63.00 for a commuter permit. Students must have a current parking tag during summer or they are subject to being ticketed.

Overnight parking is NOT allowed without a special permit. Any vehicle parked between 3:00 a.m. to 6:00 a.m. is subject to ticketing. Once a student has a regular parking pass, the Office of the Associate Dean for Academic Affairs will submit the student's name for a special overnight pass at no extra charge. Overnight passes are routinely requested for clinical students each semester. That pass must be displayed with the paid permit to allow overnight parking and early morning parking in student lots. Parking Services does not make exceptions for hospital duty requiring parking between 3 a.m. and 6:00 a.m. If a student must be at UTCVM during these hours and does not have a pass, it is permissible to use client parking in front of the Small Animal Hospital until able to get an overnight special pass, or see the Office of the Associate Dean for Academic Affairs for a temporary permit.

A limited number of special permits are available to students when all student parking areas are full. However, students are required to check other commuter lots before requesting one of these permits, and priority is given to fourth-year students who are returning to the hospitals. These passes are not intended for students who arrive late for their first class of the day. Students parking in other commuter lots may choose to use The T campus transit service (see above). The most convenient commuter lots to the Veterinary Medicine Building are the overflow commuter lot at the Visitor's Center on Neyland Drive, lot C25 on Stephenson Dr., lot C22 on Volunteer Blvd., and the G10 garage on Neyland/Philip Fulmer Way. Students are expected to familiarize themselves with these sites. Please see https://maps.utk.edu/?id=314 to locate these commuter lots and others.

If a parking citation is incurred, it is in the best interest of the student to respond immediately; procrastination will result in penalties for tardy payment, as well as problems with grade reports and future registration. All UTCVM parking areas are under university regulations. Paid student parking is ONLY in the commuter/non-commuter designated parking lots. Do not park in client spaces in the front of the hospital. Violations will be subject to fines and possibly impounding of the vehicle.

Pets within the UTCVM

Pets are not allowed in any multi-user space, including, but not limited to, classrooms, laboratories, conference rooms, the Pendergrass Library, student lounge and break areas, and locker rooms. This policy applies to all teaching rooms, including A118, A335, A335A, PSB 100/C100, the Large Animal and Small Animal classrooms, departmental conference rooms, the Tickle seminar room, computer classrooms, the anatomy laboratory, and all small group teaching rooms. Pets scheduled as part of a teaching exercise (and documented service animals) are exempt.

Pets should never be brought into areas of food preparation or rooms commonly used for food service functions. These spaces specifically include the Sequoyah Room and kitchen, the Tickle break room, student lounges, hospital break rooms in the large and small animal hospital, or any other room where food is being prepared or served. Only pets that are active working service animals may be in food service areas, as allowed by law. Those animals must be working service animals to be included in this exception. Service animals, including HABIT animals, are permitted only when they are working, in appropriate locations, or as part of the evaluation process.

Pets that are not patients or boarders are not to be brought into the Veterinary Medical Center hospital areas.

This policy applies 24/7/365 and was developed to inform students, faculty, and staff of their responsibilities and of the UTCVM's expectations when pets belonging to employees or students are brought onto college premises (Veterinary Medicine Building, JARTU, and VREC). The intent is to maintain a professional, safe, and functional work and educational environment in balance with one that is welcoming.

Procedure if you must bring a pet

- Any pet or animal that accompanies an employee, student, faculty, or staff member to the CVM must be kept behind a closed or gated door when in a private office and appropriately

restrained (leash, cage, carrying tote, etc.) when in the hallway or other areas inside the UTCVM buildings or on the surrounding premises.

- Pets that need to accompany students to school due to reasons such as overnight shifts, medications, new puppy, or workers at your house, are welcome to day board in the hospital ward during these short periods (see Day Boarding Policy below). Please contact the technician in charge of the ward to make arrangements. You will be responsible for setting up the cage, walking, and cleaning the cage upon departure. There is no charge for 1–3 days of such arrangements.

(This policy has been truncated – to see full policy, please contact the Associate Dean for Hospital Operations.)

Day Boarding Policy

Day boarders are personal pets of faculty, staff, and students of the UTCVM who are in the Small Animal Hospital for the day only. They are not kept in the hospital overnight and are not patients hospitalized for a medical problem.

Examples of acceptable reasons for day boarding include 1) animals needing periodic baths; 2) pets who need to be out of the home for a day when there is work or pesticide spraying going on in the home; 3) animals who are coming in for the HABIT program who are going to health care facilities; and 4) for people who work unusual shifts and need to be accompanied by their pets for personal safety (night shifts).

Day boarders must be scheduled in advance with the ward/treatment room technician. Individuals needing more frequent day boarding or boarding for other reasons will be expected to pay a day boarding charge. Animals that need feed, exercise, or medications must be regular, hospitalized patients or regular paying boarders and not day boarders. People who are bringing their animals in for baths are expected to purchase their shampoo and other products from the pharmacy and provide these for their personal animal's use. It will be the responsibility of the owner to provide their animal with water and exercise.

Day boarders should be so indicated on a cage card listing the owner's name, the animal's name, and the words "Day Boarder." The animal should also have a neck band on with the owner's name and animal's name. The individual will be responsible for cleaning the cage when their animal is removed at the end of the day. The papers are to be removed and the cage disinfected whether or not the animal has soiled the cage. The cage card is to be removed and clean papers put back into the cage. A cage is not to be reserved for an animal on successive days. Water bowls should be removed from the cage, washed, and returned to storage.

The treatment room technicians should have a day-boarder schedule available through which approved day boarding may be arranged in advance. Anyone who abuses the provisions or does not follow the guidelines will be denied the privilege. Individuals who need more frequent boarding than these guidelines permit may request regular hospital boarding and pay the appropriate fee. Any questions or problems with day boarding should be directed to the Small Animal Clinic Director or the ward technician in charge.

Children in the Academic Setting

The UTCVM is a dynamic center of education, clinical service, and research, which encourages supervised events on campus for children as well as adults. The college is committed to promoting equity for all students and ensuring that individuals are not disadvantaged in their academic and career aspirations by actual or perceived family responsibilities. However, the college is a place of work and study, and the ability to concentrate for extended periods of time is a prerequisite within a healthy academic environment. Students, faculty, staff, and administrators can expect to attend and teach class, provide clinical service, or complete work or research in laboratories, libraries, offices, and other workspaces with minimal distractions or interruptions. Therefore, guidelines have been established to ensure that an appropriate academic environment is maintained for the safety of all. This policy provides for the safety

of children while respecting the needs of parents/guardians given that the university and college may be held liable for the safety and health of children in the workplace. The Veterinary Medicine Building presents unique potential risks: animals, zoonotic infectious disease, biosecurity/biosafety, toxic and flammable chemicals, radiation, breakable glassware, medical instrumentation, etc. Parents/guardians should understand the importance of this policy in providing for the health and safety of their children.

For this policy, "children" and "child" refer to minors under the age of 18. Children are not permitted in the Veterinary Medical Center when the parent/guardian is on scheduled duty. Children visiting the Veterinary Medical Center must be directly supervised at all times by an adult responsible for the child or children. Because of the potential for serious injury or illness, children are NOT permitted in the following areas: radiology; nuclear medicine; radiation therapy; any small animal ward or run area or large animal stall area where a cage, run, or stall is marked with a "radiation" sign; in large animal facilities near a stall with "barrier" isolation; the necropsy floor; chemotherapy laboratories; isolation facilities; and laboratories with infectious agents, except when participating in programs and/or special events sponsored by the college and supervised by UTCVM personnel.

Children are prohibited from entering other potentially dangerous locations such as laboratories, Veterinary Medical Center facilities, and equipment rooms without the approval of the appropriate dean, department head, or supervisor. Children may not attend a class in session without prior approval of the course instructor. Children under the care of the instructor may not attend class without the prior approval of his/her department head and the Associate Dean for Academic Affairs.

Parents who disregard this policy will be required to remove their child from the building and will receive a written reprimand from the appropriate dean, department chair, or administrative supervisor.

Students who miss a class/clinical rotations for child care needs are expected to make up missed time. Parents who are missing an in-person lecture(s) because they must be at home with a sick child should be able to view recorded lectures at home or may work with classmates or the instructor to provide a live-stream Zoom.

Student Voting Rights

Every registered voter is allowed time to vote on Election Day. Each student should enjoy the rights and privilege of voting as a U.S. citizen. Students on clinics must meet clinical and patient obligations but remember that there are four options for voting:

1) Early voting – includes Saturday until noon.
2) Mail-in ballot – as a full-time student, you may qualify for a mail-in ballot. Apply early.
3) Voting before or after clinics. *Most* polls are open between 7 a.m. – 7 p.m.
4) Request voting leave – must request at least 24 hours in advance (no more than 3 hours of leave).

United States citizens 18 and over may register to vote. You may choose to vote in your home state or county by absentee ballot or register as a new voter at your current, local address. A Knox County Voter Registration form may be downloaded at: https://www.knoxcounty.org/election/pdfs/registration.pdf.

Voting rules across different areas of the United States may be found here: https://www.usa.gov/register-to-vote. Voting rules in the United States are different in every state. Federal and state elections in the United States are run by the states themselves, according to Article I and Article II of the Constitution. No two states run their elections exactly the same, so contacting your state or local election office is the best way to find out about your state's unique election rules.

The basic steps to vote are the same in most states. Despite the differences in how states run elections, the basic steps to vote are the same almost everywhere:

- Every state except North Dakota requires you to register to vote.
- Every state has absentee voting.
- Most states assign a specific polling place or voting location. A few states have ballot drop sites instead.

These voting guides explain the basics of voting, no matter where you live:

- A Voter's Guide to Federal Elections
- 14 Facts about Voting in Federal Elections

Register to Vote

If you need to register to vote, visit https://vote.gov. Depending on your state's voter registration rules, the site can help you:

- Register online. This is available for 37 states plus the District of Columbia.
- Download the National Mail Voter Registration Form. You can fill it out on screen and print the completed form, or print the blank form and fill it out by hand. Remember to sign the form before mailing it to the location listed for your state.
- Find guidance for states and territories with different registration procedures.

Legal Name Changes

In additional to informing the UTCVM Office for Academic Affairs, the following form must be completed to make a name change with the University of Tennessee: http://onestop.utk.edu/contact-updates/. Before making a name change with the university, students are strongly encouraged to discuss the procedure for name changes with Ms. Deborah Shepherd to avoid potential issues with financial aid.

Inclement Weather Policy

The University of Tennessee remains open except in the most severe weather conditions. If the university is closed, academic classes, laboratories, and examinations will be rescheduled as appropriate. If the university remains open, students are expected to attend scheduled academic classes but are advised to avoid undue risks in travel. Students are responsible for any academic work missed and are responsible for taking the initiative to complete such work.

Alerts will be sent by e-mail and/or text message as soon as the decision is made with regard to inclement weather. Students are expected to report to their regularly scheduled classes only if there are 30 or more minutes remaining in the session. Local media generally list all closures on their web pages, and the Tennessee Department of Transportation reports on the road conditions at https://smartway.tn.gov/traffic/?position=-86.3568304,35.8630463,7&features=incidents,traffic.

For more information, see the university's weather policy at https://prepare.utk.edu/emergency-management/inclement-weather-policy/.

Senior Rotation Students

Students remain responsible for patients and clinical duties on the days when the university is closed due to inclement weather. Students are expected to report to the VMC as long as they can safely travel to and from the hospital. Students are not expected to subject themselves to unreasonable danger in traveling. If a student determines it is obvious that he or she cannot arrive at the VMC for the day's activities, the student should contact someone on their medical team by 8:00 am and inform their attending clinician of their absence. Students may leave a message with the operator or receptionist, but it is the student's responsibility to confirm receipt of the message. Students who can safely travel to and from the hospital on that day will then be reassigned for clinical duty to ensure that all essential services are maintained. A student on a shift must not leave until relieved by an individual on the next shift! Technicians, house officers, and faculty will be used as needed to supplement those students who are available so that appropriate clinical service can be maintained.

Dr. Samantha Beaty, State Veterinarian

The state veterinarian is responsible for monitoring and protecting animal health in Tennessee. The state veterinarian also works with private veterinarians, animal pathologists, and the state's network of animal disease diagnostic laboratories in identifying diseases and making a definitive diagnosis in cases of animal deaths.

The state veterinarian is responsible for the certification and enforcement of animal health standards required for interstate and international commerce of livestock and livestock products. This office also cooperates with federal animal health officials in accrediting Tennessee's approximately 1,700 practicing private veterinarians. The State Veterinarian's Office may be contacted at 615-837-5120.

Student Safety and Potential Hazards

The potential for human injury always exists in veterinary medical practice. The same risks are inevitable for the veterinary student. The possibility of injury increases whenever the person is careless, under chemical influence, handicapped, or pregnant (with increased danger for both mother and fetus). The college stands ready to provide full assistance to students in accommodating schedule and assignment changes made necessary by pregnancy, disability, or handicap.

Treatment of Animals

Unauthorized individuals are not allowed in the hospital. Only UTCVM students are allowed to assist with the treatment of animals. Family, friends, and other non-UTCVM individuals must not assist. Children are prohibited from accompanying students in the Large Animal Clinic while the student is on duty or caring for patients in any manner. This is for the safety of the children and other individuals.

Student Health Center & Health Insurance

Neither the college nor the university carries medical insurance to cover student accidents, and students are not covered by state workers' compensation insurance. In light of the risks and hazards inherent in veterinary medical education and the potential for veterinary student accident and or injury, students are required to be covered by some form of major medical health insurance while in school. It is not sufficient for the veterinary student to seek care only through the Student Health Center outpatient clinic. If a veterinary student is hurt or injured during the veterinary curriculum, the student needs insurance coverage for the expenses associated with any required medical care, including emergency care.

Insurance may be acquired through a family major medical policy, through a private insurance agency, or by purchasing the University of Tennessee Student Government-sponsored Student Injury and Sickness Insurance Plan. It is highly advisable that the insurance plan offer appropriate, comprehensive coverage in Knox County.

More information about health insurance available to UT students can be found at http://studenthealth.utk.edu/insrec_studentinsurance.php.

Additionally, a mandatory health insurance requirement form must be signed prior to participation in the clinical curriculum. A copy is provided in the appendix.

The Student Health Center provides a variety of services, including primary medical care, health education, health screening programs, and mental health consultation and counseling. HOURS: Mon, Tues, Thur, Fri–8 a.m. to 5 p.m.; Wed–9 a.m. to 5 p.m. To learn more visit: http://studenthealth.utk.edu/index.php. Students may also choose to see their primary care physician.

To use the on-campus Student Health Center, students must pay the Health Fee each semester; for students enrolled in at least 9 hours in a semester, this fee ($101 for fall and spring, $61 for summer in the 2021–2022 academic year) is automatically applied as part of the Programs and Services fee and cannot be reimbursed. The Health Fee covers many professional services, but it does not cover hospitalization, laboratory tests, X-rays, drugs, etc. For any student not paying the student Health Fee in a given semester, the Health Fee will apply prior to service. Student counseling services may also require a separate fee.

After Student Health Center hours, students (as well as non-UTCVM externs or visitors) may be seen at UT Medical Center (1924 Alcoa Hwy, Knoxville, 37920; 865-305-9000) or Lakeway Urgent Care (2461 University Commons Way, Knoxville, 37919; 865-673-6603).

Student Injury

Any student injured during the course of their study or clinical duty must immediately report the injury to their instructor or immediate supervisor.

The instructor/supervisor must report student injuries occurring while the student is in the Veterinary Medical Center or participating in related educational activities. Notification should go to the Laboratory Safety Coordinator, AND the appropriate department office: Biomedical and Diagnostic Sciences (865-974-5576), Large Animal Clinical Sciences (865-974-5703), or Small Animal Clinical Sciences (865-974-5505) office. An incident report must be completed by the student and filed by the supervisor/faculty member with UTCVM Hospital Operations (see appendix) within 24 hours of injury. Students are advised, *but not required*, to seek medical attention, as needed.

Rabies

All students are required to maintain current rabies vaccination or demonstrate protective titers within 1 year of entry to the professional program. All 3rd-year students are required to demonstrate protective titers prior to entry to the clinical curriculum. The college provides on-site opportunities for blood draws in the fall semester; student cost for titers is approximately $60/test.

Radiation Safety

Each senior student is assigned a radiation dosimeter badge, which must be worn when assisting with radiographic or nuclear medicine procedures. The badges are to be kept on the board in the radiology work area when not in use. The badges are not to be taken outside the building. The badges are changed at the beginning of every quarter (January, April, July, October), and the radiation dose for each student is determined. Reports are given to the Radiology Section Chief and the campus radiation safety officer. Faculty, students, and some staff are considered occupational workers and have a maximum exposure limit of 5,000 mrem per year. All exposure levels should be kept below the "as low as reasonably achievable" (ALARA) limit of 500 mrem/year.

Based on data from previous years, the average clinical student will receive an annual exposure of 110–120 mrem. Students will not get monthly reports, but they will be informed if their badge reading is high. If you have questions about dosimeter badge reading, contact the Radiology Service.

A $25 fee is charged for lost radiation safety badges.

Student Biosafety during COVID-19 Pandemic

Students are expected to follow UTCVM, university, and CDC guidelines to protect the health and safety of themselves and others during this prolonged and deadly pandemic.

It is critically important that students follow the guidelines for biosafety and onsite protocol during the COVID-19 pandemic. Guidelines change frequently, so vigilant awareness and attention to COVID-related communications is required. COVID-19 vaccination is strongly encouraged for all students who can be vaccinated. If an unvaccinated student is returning by mass transit, events with large gatherings, or from an area deemed high risk in the UTIA travel policy, they should review their risks and quarantine/testing requirements with the Laboratory Safety Coordinator. Unvaccinated students who return from international or cruise ship travel must quarantine for 10 days or provide a negative test result from a sample collected 5–7 days post-travel.

All students are expected to adhere to the following guidelines:

- Unvaccinated students wear a cloth or paper mask in all areas of campus buildings at all times.
- Regularly monitor health for signs of illness.
- Students with any signs of illness or a temperature rise of 2 or more degrees must not attend in person but are still responsible for learning.

- Visit/speak with a healthcare provider to determine if testing is necessary.
- If a student is positive for COVID-19, they must follow current guidelines for isolation and receive approval to return to clinics or the classroom (https://liveutk.sharepoint.com/sites/utcvm/resources/covid/SitePages/Home.aspx).
- Unvaccinated students exposed to any positive COVID-19 case are required to quarantine for 10 days or provide a negative test result from a sample collected 5–7 days post-exposure.

In addition, clinical students (including pre-clinical students participating in clinical experiences) are expected to:

- Arrive in clean clothes and a lab coat, clean scrubs, or coveralls.
- Wear shoes that can be disinfected (ideally, a specific pair designated for the hospital only).
- For externships, be aware that travel to high-risk areas may require unvaccinated students to quarantine and/or provide a negative test result before returning to clinics.

Please observe all COVID-19 policies for our college found on VetNet. Be aware that these plans may be modified based on changes in COVID risks within our community or the university. Therefore, students should check policies frequently.

General Biosafety Procedures

Biosafety and biosecurity procedures are taught throughout all 4 years of the veterinary curriculum and emphasized in Transitions Seminars. Upon entry into the clinical curriculum, each student will demonstrate adequate knowledge of biosecurity and safety procedures in large and small animal isolation. Each student will observe the isolation training video and successfully demonstrate to clinical faculty or staff the proper biosafety protocol when entering and exiting small and large isolation facilities before continuing to the clinical rotations. Individual biosafety procedures are found in the Small and Large Animal Student Handbooks located on the UTCVM Web site (https://vetmed.tennessee.edu/academics/current-students/handbook-and-policies/).

Isolation protocols and the training video are available online: https://liveutk.sharepoint.com/sites/utcvm/students/SitePages/Handbooks.aspx.

Guidelines for Pregnant Veterinary Medical Students

The potential for injury during the education of veterinary students increases during pregnancy. The greatest potential hazards are accidents that may occur while working with animal patients or during necropsy of diseased patients. Such accidents may cause physical injury to the student and/or her unborn child. Additional potential hazards include exposure to toxic agents, hormones, infectious organisms, inhalation of anesthetics, radiation, and stress of physical exertion (See State of Tennessee Right to Know Act, https://www.tn.gov/content/dam/tn/workforce/documents/majorpublications/requiredposers/TOSHA_Poster_Legal_Size.pdf).

When working with animal patients, students should always be cautious to prevent injury to themselves and/or the patient. Precautions should also be taken to minimize necessary exposure to the pharmacologic, infectious, and radiation hazards listed above. Total avoidance of these potential hazards will not be possible in the veterinary curriculum. Students should use all previous training and current instructions to minimize hazards to themselves, their patients, and their unborn children.

The pregnant student should immediately consult with a physician for advice concerning ways to minimize exposure to potential hazards that may be associated with a veterinary student's educational assignments, including the advisability of interrupting her program of study during the pregnancy. In order to minimize the possibility of injury, it may be advisable for a pregnant student to continue as a regular student only with schedule and assignment changes aimed at reducing such risk.

Students are encouraged, but not required, to consult with the Associate Dean for Academic Affairs

when learning of pregnancy and with the Occupational Health and Safety Nurse to review a course plan and identify areas of concern within the curriculum.

Rights and responsibilities

It is recognized that pregnant students maintain their established student rights.

Pregnant students are expected to complete each and every requirement of the veterinary curriculum. If the risks of completing certain components or specific assignments in the DVM curriculum are deemed unacceptable, pregnant students will develop, in consultation with and after approval by faculty, an alternate equivalent plan or schedule deemed acceptable by the university, the student, and the student's attending physician. Pregnant students should also consult the following resources related to reproductive health: https://www.avma.org/KB/Policies/Pages/Veterinary-Facility-Occupational-Risks-for-Pregnant-Workers.aspx and UT Reproductive Health Safety Guide IH-040.

Curriculum Concerns

Recommendations for protecting the reproductive health of individuals from occupational exposure to chemical, biological, radioactive, and other substances include the following (lists are not always exhaustive; always check with your physician for specific guidance based on your individual health needs):

Laboratories

- Formalin exposure in anatomy laboratories
- Anesthetic gas exposure in surgery laboratories

Clinical Rotations

- Long work hours, exposure to unruly small and large animals, exposure to toxic drugs, and exposure to infectious diseases
- Diagnostic Imaging rotation – Exposure to X-rays
- Pathology rotation – Physical labor of lifting heavy animals, slippery floors, zoonotic diseases (e.g., toxoplasmosis, cryptosporidiosis, brucellosis, salmonella, etc.), exposure to formalin, exposure to dimethyl sulfoxide
- Field Services rotations – Exposure to prostaglandins, parasiticides (i.e., organophosphates, etc.); *Brucella abortus* vaccine; infectious organisms (cryptosporidia, *Brucella*, *Salmonella*, *Chlamydia*, etc.); environmentally hot, humid, and sometimes dusty conditions, with much standing and walking required; exposure to large and sometimes unruly animals
- Anesthesiology and Surgery rotations – Exposure to anesthetic gases

Best Practices

Wherever possible, eliminate exposure to the hazardous material or substitute with a less hazardous alternative. Use effective engineering controls, when available. Wear personal protective equipment as recommended (may include face shields, goggles, gloves, respiratory protection, etc.). Chemical and biological exposures may occur through multiple portals of entry into the body, including inhalation, ingestion, injection, and skin/mucous membrane absorption. For questions regarding chemical exposure and pregnancy, contact UT Environmental Health and Safety at (865) 974-5084 or safety@utk.edu. Biological hazards include infectious agents (bacteria, viruses, fungi, protozoa), toxins, blood/tissues/body fluids from humans & animals, and diagnostic or environmental samples. For questions regarding biological exposures and pregnancy, contact the UT Biosafety office at (865) 974-1938 or utbiosafety@utk.edu. Radiological hazards may be found in laboratories, medical facilities, and some analytical equipment. Radiological sources should be marked with warning/caution statements. Exposures to radiological sources may come from direct contact with materials or indirect exposures via proximity to radiation sources. For questions regarding radiological exposure, contact the UT Radiation Safety office at (865) 974-5580 or radiationsafety@utk.edu.

It is in the best interest of a pregnant student to maintain regular contact with her physician and to take

appropriate steps to minimize exposure to hazards inherent in veterinary medical education. However, the college cannot fundamentally alter its established curriculum or academic program. While pregnancy is not generally considered a disability, pregnant students may wish to inform the Associate Dean for Academic Affairs as early as possible in their pregnancy, to facilitate communication and to take advantage of available options (as listed below).

Available Options

Students may opt to continue regular student enrollment with selected schedule and assignment changes, as needed. This option is not without risks and could result in delay of completion of the DVM program, especially if maternity leave is required prior to completion. This option is dependent upon:

- Student's ability to participate in any revised educational program
- Ability of the college to make changes in the student's schedule of clinical assignments in advance
- Availability and willingness of classmates to exchange scheduled rotation assignments with the pregnant student

Students may request a leave of absence for pregnancy and child delivery. Similarly, paternity leave may be granted for students to care for their spouse or help with the arrival of a newborn. Students will be required to complete all assignments and course requirements that were missed during short-term leave. By taking leave, students may incur additional costs in tuition and fees should they require enrollment in additional semesters beyond the normative time for degree completion.

Students in good academic standing may submit a written request to the Associate Dean for Academic Affairs to withdraw from the DVM program for a period of time, not to exceed 1 academic year. Students who are allowed to withdraw may be readmitted, upon application approved by the Associate Dean for Academic Affairs, and permitted to graduate with a subsequent class. Withdrawals longer than an academic year may necessitate repeat of prior course material or semesters. This option minimizes health hazards and risks associated with attempting to continue a veterinary medical education while maintaining a safe pregnancy.

Mothering Rooms

Two lactation rooms are available for students, staff, and faculty who return to school/work following maternity leave and are still breastfeeding. One room is in the far right corner of the women's locker room on the second floor (Room B214). While its use is on a first-come, first-served basis, there is a dry erase board and paper log available to record usage. This room may better serve underclassmen and those in the Large Animal Clinic, due to location. The room has a comfortable chair, an additional chair, a power strip, and a refrigerator for milk storage. There is a second lactation room (B229C) on the second floor of the Tickle Small Animal Clinic, which may be more convenient for those located in the Small Animal Clinic. This room has a sink, desk, and chairs; a lock on the door; and is labeled as a privacy room. A refrigerator where milk can be stored is also available. Similarly, there is a log to record usage.

Hospital Security

A picture identification badge must be worn at ALL times while in the Veterinary Medicine Center or on Field Services calls. Students on duty are to help make sure the building is secure by checking all doors after hours. No doors are to be propped open. You must use your university-issued ID card to enter mag-locked areas after 6:00 pm. Tours are not to be given after hours without prior approval, and all unauthorized persons are to be escorted out of the building. If you need help, call Campus Security at 865-974-3114. Stop and inquire of any person in question. Hospital security personnel are on duty from 4:00 pm to 12:00 am Monday through Friday and 5:00 pm–10:00 pm on Saturday. Contact them with any questions or problems by dialing 865-740-5957. The front doors to both the Large Animal and Small Animal hospitals are to be locked at 6:00 pm daily, at noon on Saturday, and all day on Sunday and holidays.

During the COVID-19 pandemic, all doors to the Veterinary Medicine Building will remain locked. Students are required to have a valid VolCard to enter the building and access certain internal sites. Students should not open doors for unknown visitors or prop open doors. The VolCard may be added to an Apple Wallet or Android device using the GET app or Tennessee Mobile app: https://volcard.utk.edu/.

UT ALERT

The UT ALERT system is designed to enhance and improve communication and keep the campus community informed during an emergency. The service allows students, faculty, and staff to "opt in" to be notified via text message and e-mail in the event of an emergency or campus closure.

The system will be used only for emergency contact purposes. It will not be used to distribute advertising or other unsolicited content. Subscribers do not pay a fee for the service, other than regular fees associated with text messaging services.

For more information and to sign up, visit: http://www.utk.edu/utalert/.

UTCVM Emergency Telephone Numbers

Building Maintenance Problems:	
Marcus Williford, Bldg. Supervisor:	865-XXX-XXXX (Cell)
UT Police	865-974-3114
Dr. Robert C. DeNovo	865-XXX-XXXX (xxx-xxxx, Cell)
Dr. Juergen Schumacher	865-XXX-XXXX (xxx-xxxx, Cell)
Dr. Carla Sommardahl	865-XXX-XXXX (Cell)
Housekeeping	
Omar Rodriguez	865-XXX-XXXX (Cell)
Computer Operations	
Hotline	865-XXX-XXXX
Security	
Mon–Fri, 5–Midnight; Saturday, 5–10 pm	865-XXX-XXXX (Cell)

FIRE OR MEDICAL EMERGENCY: 911

CAMPUS SECURITY: 865-974-3114

Guidelines for Class Organization

The following is an outline for class organization and election of officers.

Year 1 Elections

Elections are guided by the 2nd-year class presidents during the first several weeks of school. The process is initiated when an e-mail is sent out listing what leadership positions are available and a description of the responsibilities for each position. Additionally, the 2nd-year student executive board meets with the 1st-year class to talk in more detail about the positions they hold. Nominations follow during the next week. Students have the option to run as individuals or as co-position holders, and there are no set rules about which positions are singular and which are co-positions; however, traditionally, president, social chairs, and fundraising chairs are all co-positions due to work load required and responsibilities. Presidents have traditionally included one female and one male in order to broadly represent the class. Once the nomination period is over, each self-nominated candidate or set of co-

candidates gives a short speech to the class during a free lunch period. Then, the 2nd-year presidents run the actual elections. Usually, there are printed paper ballots where one's choice is to be circled. If electronic ballots are to be used, the voting process must be announced well in advance, and a process for accounting for individual student ballots must be in place. Second-year presidents are in charge of counting ballots and reporting the results to the first years.

Year 2 and 3 Elections

Each class holds elections at either the end of the spring semester (usually the 3rd years) or the beginning of the fall semester. These are run similarly as 1st-year elections in that following the announcement of elections, there is a week for self-nominations. If there are multiple nominees for any position, then the current position holder and challenger both give speeches, and then voting occurs. The presidents are in charge of this unless they too are running against someone, in which case another unchallenged officer will be in charge of counting ballots to ensure fairness. If a position is unchallenged, the current position holder can choose to retain that position for the year or decline it, and the position will be opened and the class asked to fill it. If no one fills the position, the responsibilities of that position are absorbed by the rest of the executive board. Any challenge to the election process is managed through university policy described by the Student Government Association.

Class Financial Responsibilities

Classes are managed like clubs. With the assistance of SAVMA, they are responsible for filing taxes, and they may not solicit donations as a tax-deductible representative of the University of Tennessee, including the UT College of Veterinary Medicine. Each class is responsible for a significant financial commitment each year, which is why the fundraisers, social chairs, and president positions are labor intensive. The 1st-year class oversees the Halloween Party as its major event. The cost is typically around $3,000, and substantial fundraising is required, especially from this newly established class. The 2nd-year class oversees the Halfway to Clinics formal event, which varies in cost between $6,000–$10,000. A considerable portion of the cost is covered by ticket sales, but considerable fundraising efforts are also required by the class. The 3rd-year class oversees Open House, typically held on the second weekend in April. While approximately $3,500 comes from sponsors, the class is responsible for the other $3,500, which comes from fundraising efforts. The following is a suggested general outline of class officers:

Class Officers

Typically, each class will have each of these positions:

- President (2). Preside over all meetings and be a member of all standing and temporary committees. Meet regularly with the Associate Dean. Time commitment: considerable.
- Vice President (1–2). Provide support to the presidents. Time commitment: moderate.
- Treasurer. Open and sustain a class account and pay bills. Time commitment: moderate.
- Secretary (2). Keep minutes of class meetings and facilitate communications between class members. Time commitment: moderate.
- SAVMA Representative (1). Act as a liaison between classes, SAVMA, and the college and serve on the SAVMA Executive Board; collect membership dues and keep the Office for Educational Enhancement informed of SAVMA activities and actions that concern the college. Time commitment: moderate.
- Academic Chair (2). Serve as a liaison with faculty and staff to reschedule classes that are missed and set up exam reviews; serve as general liaison to Associate Dean regarding curricular and program delivery and issues. Attend and participate in meetings of the college Curriculum Committee as a member (one chair per class may vote).
- Educational Enhancement Committee Representative (2). Attend and participate in meetings of the college Educational Enhancement Committee. Each class recommends two student representatives by class election, and must be approved by the committee.

- Fundraising Chair (2-3). Assist with class fundraising to oversee the Halloween party, Halfway to Clinics Formal, and Open House.
- Service Chair (2).
- Social Chair (2).
- Historian (2).
- Diversity Chair (1). Serves as advocate and liaison to college and campus
- IT/Social Media Chair (1 or 2).
- Wellness Chair (1).

Current Class Presidents

- 2022 – Samantha (Fischer) Rummel & Jane Webster
- 2023 – Zachary Lembersky & Nicole Nanof
- 2024 – Victoria McGee & Benjamin Munoz

Special Student Events*

Tennessee Welcome (August 11–13)

Prior to the start of classes, the incoming class participates in a Tennessee Welcome. The students come together for a 2-day offsite leadership/team-building experience accompanied by their rising sophomores followed by a family day and concluding White Coat Ceremony Friday evening.

White Coat Ceremony (To be determined)

Prior to the start of 1st-year classes, a ceremony is held to recognize the incoming class of students. At this informal event, each student is presented with a UTCVM white lab coat.

Career Open House (To be determined)

Primarily for junior and senior students, this event brings together veterinary practitioners, externship site supervisors, and potential employers to showcase their practices for students looking for jobs and/or externships. Opportunities for senior students to interview for available positions will also exist.

Big Sib/Little Sib

Each incoming veterinary student has a "big sibling" who acts as his or her mentor and guide through the program. These students can provide advice on classes, studying, and other resources they found useful.

Faculty Advisor/Advisee Program

Each incoming student is assigned to a participating faculty member for advising. This takes the form of faculty advising students in their academic pursuits but also for externship and elective advice. The faculty member acts as a resource for academic situations. Additionally, the Educational Enhancement Committee sponsors a lunch event in both semesters to allow advisors and advisees to interact. Additional social events can be planned at the discretion of the advisors.

Study Days

Study days are held in the fall and spring semester, between the end of class and the beginning of exams. Snacks are often provided, and faculty stop by to provide encouragement for the upcoming exam period.

AVMA COE Accreditation Site Visit (March 6–10, 2022)

The AVMA COE is the only recognized accrediting agency for colleges of veterinary medicine in the

United States and Canada. The AVMA COE ensures that each graduate of an accredited college of veterinary medicine will be firmly based in the fundamental principles, scientific knowledge, and physical and mental skills of veterinary medicine and be able to apply these fundamentals to solving veterinary medical problems for different species and types of domestic animals. The AVMA COE conducts a comprehensive site visit at every accredited veterinary school every 7 years to maintain accreditation status. UTCVM is currently fully accredited and will undergo its next comprehensive review in 2022.

Open House (To be determined)

Open house is a 1-day event during which the veterinary school is open to the public. Students conduct tours, present educational information with numerous displays, and features animal events such as a parade of dog breeds, a ruminated cow, and teddy bear surgery. It is a great public event that draws local media attention.

Scholarship Celebration (Fall semester)

This event is attended by student scholarship recipients, faculty, and scholarship donors. Recognition and awards are given following a luncheon. The majority of the awards are for students, and limited awards are given to faculty.

Scrubbin' In (Friday, January 7)

This is an informal ceremony to welcome the rising seniors to clinics. It is attended by the outgoing seniors, faculty, and staff. Rising seniors receive advice from faculty, staff, and outgoing seniors and are given a special gift.

Senior Banquet (Friday, May 6)

This event is attended by students and their guests, faculty, and staff. Awards are given during a formal event following dinner. In addition, the outgoing class selects and awards whom they feel are the college's best clinician, resident, intern, and technician. All senior students are invited to attend.

Commencement (Saturday, May 7)

This is a formal event attended by faculty, students, staff, and families. It is held during the commencement period for the university and is at the Alumni Memorial James Cox Auditorium.

**Due to COVID-19, it may be necessary to modify, postpone, or cancel one or more of these events. Published dates are subject to change.*

Advice for First-Year Students...from Upperclassmen

Study Skills

"Find whatever works for you, whether that is studying individually or in a group. Also, your study group won't necessarily be your friend group. I know personally that I enjoy studying with others, but I can't study with my best friends. Change up your study habits for each class or each semester until you are happy with them."

"If you have an effective study strategy, stick with it! Don't let other people pressure you into a different study style if it is not your own. Try to get involved in some interesting clubs and wander down to the hospital and ask questions. The vets are more than willing to answer questions. Make sure to reserve some time for yourself and the stuff you love. Read, workout, do anything you enjoy!"

"Study hard but also take time to exercise and do things you love. It will keep you sane!"

"For every class you had a lecture in, study 30–50 minutes per subject each night. Then, take one evening off per weekend to do something enjoyable."

"Take the objectives that are handed out in class very seriously, especially for Anatomy! Start studying as soon as you can for every test. But don't forget to spend time with your family and friends; you will need a support system! Also, try to find something you like about every class to make it more enjoyable. Always keep a positive attitude, and you will do great!"

"Stay ahead. If you want a jump start, purchase the anatomy book early from Amazon and just start reading. Having a general idea of material before will help as you won't be seeing it for the first time. Don't worry about what other people are doing. Everyone studies and learns differently. Just do whatever works for YOU. Don't shrug off the 'easy' classes. No class is easy, so don't let a lower credit class get the best of you."

"See what textbooks the library has in the stacks or online, and try them out before you buy them!"

"Make yourself a day-to-day schedule and STICK to it. Even if you don't have a test coming up, make sure you set aside a couple hours a night for reviewing material, but also set aside at least an hour or two a night to do what you enjoy, be it working out or just watching some TV. It will be a little rocky and a little rough at first to live by a set schedule, but in the end you will greatly appreciate the fact that you did."

"A lot of places require a 3.5 GPA or higher for internships after you graduate. They tell you not to worry too much about grades, but obviously, if you have certain things in mind, you do need to worry about your grades."

"Ask lots of questions of your faculty. They will answer. Don't freak out; it doesn't get you anywhere."

"Get the dissection guides for anatomy."

"Go to rounds; it's okay if you don't know the answers."

"Join some clubs, but not ALL of them. Take a break every now and then."

"Study the way it works for you. Don't change the way you study just because someone said it works for them."

"Don't get bogged down trying to learn everything on your own. Make friends and study with them. It's also okay to use past class study materials to supplement your learning. That material saves a lot of time and effort, but be careful as there can be some mistakes."

"Find a good small group of friends to study with. It makes the long nights much more bearable."

"When you are trying to figure out how to study when coming to vet school, DO NOT change your habits that work for you because someone else told you that you wouldn't have time to make flash cards or study guides, etc. Continue to study how you did in undergrad and make changes as you see fit. I changed how I studied the first semester based on what the second years told me…bad idea. When I switched back to studying how I'm used to, my grades soared. So, don't always listen to what others tell you to do/not do."

"Get the dissection kit. You will need it regardless of your lab habits. Sundays are for cooking; Saturdays are for studying and cleaning. Use a crock pot."

"Ask the students from the previous year which textbooks to buy. Sometimes the professors think books are more or less helpful than they really are. Study for all your classes regardless of what students from previous years tell you. Learn to share work. You are not possibly going to make a study guide for each class, but all of you together can. Share notes, share advice from big siblings, share everything. You're not in competition anymore, and most of you will need the help just to get through your courses without going crazy."

Disability

"If you have a learning disability, set up your accommodations before starting vet school. I didn't think I would need mine because I didn't use my accommodations much in undergrad, but you'll want it for school."

Social

"Definitely make time in your busy schedule to do things that you love and do things with friends and family. Also, join at least one club to get to know other vet students and faculty better."

"It is very competitive to get into veterinary school, but once you get here, leave the competition at the door. You will be with your classmates for 4 years and in those 4 years, you will become like family. Make sure to always help others out because there will be a time when you need help yourself."

"Show up early on the first day to pick your seat. You're going to be spending 5 hours a day in it for 9 months, so you might as well be sitting somewhere you like."

"Allow yourself to say NO to a lot of adorable faces or else you might graduate with several times more pets than you started with!"

"Don't come to school if you are really sick/contagious; no one wants your sickness to spread to the entire class."

"You get a discount at the animal hospital."

Technical

"I would strongly recommend taking notes electronically. We have too many classes and too many notes to effectively carry around paper notes. You can either use a laptop or a tablet. I personally like using a tablet (doesn't matter which brand) and OneNote so you can write directly on the slides and draw any pictures or diagrams presented in class."

"Stethoscopes can be bought from VBOT for a competitive price. Any of them will do."

"Get boots for PD and Anatomy (2nd semester) – easily found at Walmart – get early so that the entire class doesn't end up going to get some and they run out. Preferably ones that go up near your knees, but most will do."

"Coveralls run large. If on the edge for height, go lower. You can also try them on in VBOT."

"VBOT has low-price unisex scrubs!"

"Park in Brehm parking lot – the one facing Neyland Dr/Joe Johnson Dr."

"Sign up for your parking pass online. You can have it mailed to you."

"Look at getting an apartment early in the summer. The waiting lists are shorter, and it takes away the stress of moving in and starting school at the same time."

"You do you. That can mean a lot of things, but I think it's an important concept to understand for vet school. You are a part of a tight-knit group of highly motivated individuals – that is wonderful and challenging. Keep perspective and take care of yourself. Vet school is a marathon, not a sprint. If you take things one exam, one day, one step at a time, you won't be so overwhelmed."

"Vet school is like a race – if you start out really strong at the beginning of the semester then you don't have to push as hard at the end. AKA, if you do really well on your exams in the beginning, you won't have to do as well on finals."

Clinical

"Look through your skills handbook or on one45 every day. Several professors adhere to the 3-day rule, and it is easy to forget to log skills. A lot of the skills are 'simple, and you wouldn't even think that they'd be on there to log them. Sometimes even watching a procedure counts!"

Appendices and Forms

Pertinent Veterinary Student Web Pages

Biosafety, (865) 974-5547, http://biosafety.utk.edu/

Counseling Center, (865) 974-2196, http://counselingcenter.utk.edu/

Directions, https://vetmed.tennessee.edu/about/contact-us/

Distressed Student Protocol, (865) 974-HELP, https://dos.utk.edu/distressed-student-protocol/

Diversity and Engagement, vcde@utk.edu, https://diversity.utk.edu/

Family Justice Center, (865) 521-6336 (24/7 Family Violence Helpline), https://knoxvilletn.gov/government/city_departments_offices/police_department/criminal_investigations/special_crimes_unit/domestic_violence_help

FERPA (Family Educational Rights & Privacy Act), (865) 974-1501, http://ferpa.utk.edu/

Financial Aid, (865) 974-1111, https://onestop.utk.edu/financial-aid/

Funding, Fellowships, Assistantships for Graduate Students, (865) 974-2475, http://gradschool.utk.edu/graduate-student-life/costs-funding/

Graduate School, (865) 974-2475, http://gradschool.utk.edu

Graduate Catalog, http://tiny.utk.edu/grad-catalog

Graduate Student Appeals Procedure, http://gradschool.utk.edu/faculty-staff/graduate-council/appeals-committee/

Graduate Student Senate, https://gss.utk.edu/

Housing, http://housing.utk.edu/, https://offcampushousing.utk.edu/, and http://www.knoxapts.com/

Legal Advocacy Clinic, (865) 974-2331, https://law.utk.edu/clinics/advocacy/

Mobile Crisis Services, 1-855-CRISIS-1 (274-7471), https://www.tn.gov/behavioral-health/need-help/crisis-services/mobile-crisis-services.html

National Suicide Prevention Lifeline, 1-800-273-8255, https://suicidepreventionlifeline.org

Office of Equity and Diversity, (865) 974-2498, http://oed.utk.edu

Office of Multicultural Student Life, (865) 974-6861, http://multicultural.utk.edu/

Office of Information Technology, (865) 974-9900, http://oit.utk.edu/

Office of Student Disability Services, (865) 974-6087, http://sds.utk.edu/

Parking & Transit Services, (865) 974-6031, https://parking.utk.edu/

Pendergrass Ag/Vet Med Library, (865) 974-7338, http://www.lib.utk.edu/agvet/

PRIDE Center, (865) 974-7803, https://pridecenter.utk.edu/

Ride the T Bus Map & Schedule, (865) 974-6031, https://ridethet.utk.edu/

Safety, (865) 974-3114, https://safety.utk.edu/police/

Smokey's Pantry, (865) 236-1235, https://smokeyspantry.wordpress.com/

State of Tennessee Right to Know Act, (865) 594-6180, https://www.tn.gov/content/dam/tn/workforce/documents/majorpublications/requiredposers/TOSHA_Poster_Legal_Size.pdf

Student Code of Conduct, (865) 974-3171, http://studentconduct.utk.edu/

Student Health Center Pharmacy, (865) 974-5932, https://studenthealth.utk.edu/pharmacy/

Student Health Services, (865) 974-3648, https://studenthealth.utk.edu/

Title IX (discrimination information), (865) 974-2498, http://oed.utk.edu/complaints/title-ix/

Universal Precautions, https://vetmed.tennessee.edu/wp-content/uploads/sites/4/Universal-Precautions.pdf

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Office of the Associate Dean for Academic Affairs
2407 River Drive – Room A102A
Knoxville, TN 37996-4550
main: 865-974-7263
fax: 865-974-4773
vetmed.tennessee.edu

TO: Rising Senior Students (Class of 2022)

FROM: Dr. India Lane, Associate Dean of Academic Affairs

DATE: January 13, 2021

RE: Required Health Insurance for the Senior Year

Please read the following paragraphs and sign where indicated. Please let me know if you have questions regarding health insurance.

"I understand that the veterinary medicine curriculum requires students to participate in various clinical experiences. Such clinical activities may be on or off the premises of the College of Veterinary Medicine and The University of Tennessee. These clinical activities, by their nature, create the potential for students to be exposed to accidents or illness. It is necessary that students who participate in these clinical rotations have health insurance for their own protection."

"My signature below indicates that I understand the need for health insurance during the 2021-2022 senior year and agree to provide health insurance for myself during this year."

NAME (print legibly)

_____

SIGNATURE

_____

Uniform Student Application for Leave

Date of Request: _____ Class of _____

Student Name: _____ Date(s) of absence: _____
Include time or hours of absence

Class/Rotation(s) to be missed: _____

Reason for absence: _____

_____

If traveling outside of school/residence area, remember to follow any COVID or other public health protocols in place. Contact Alicia Robino if you have any questions: arobino@utk.edu

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For Clinician/Faculty/Admin Use Only

Does this absence require a quarantine? Yes ☐ No ☐ To be determined ☐

Does this absence need to be made up? Yes ☐ No ☐ To be determined ☐

If yes, will the make-up occur during (faculty, please describe):

A. Vacation / off block ☐
B. Clinical externship ☐
C. Other ☐

Make-up date(s) & description of requirements to make up _____

Approvals

_____	*Signatures of:* **Course coordinator or supervising clinician/pathologist**
_____	Other Instructors, as applicable (e.g. Diagnostic Skills instructors)
_____	
_____	Assistant or Associate Dean

Original:	Associate Dean for Academic Affairs
Copy:	Student file

Revised 7/2/2021

THE UNIVERSITY OF TENNESSEE
INCIDENT REPORT

Date of Report _____

Claim # _____

Office of Risk Management
5723 Middlebrook Pike
Suite 218
Knoxville, TN 37996

Phone: (865)974-5409
Fax: (865) 974-0936
Email: riskmanagement@tennessee.edu
Website: http://riskmanagement.tennessee.edu

Name:		Relationship to UT:		Employee ID#:
Home Address:	Street:	City:	State:	Zip Code:
Email Address:			Telephone Number:	
Witness:				
Name:	Telephone Number:	Email Address:	Relationship to UT:	

Incident Report

Campus or Facility of Incident:		Date of Incident:	Time of Incident:
Exact Location of Incident: Bldg. Name: _____ Room #: _____ Address: _____		Type of Incident: ☐ Injury ☐ Unsafe Conditions ☐ Property ☐ Other (Explain) ☐ Security _____	
Police Department Contacted (Ex: KPA, UTPD, etc.): _____		If yes, accident report #: _____	
Description of Incident (Use separate page if necessary):			
Property Damaged (Description of Damage):			
Nature of Injury or Illness (Fracture, Cut, Allergic Reactions, etc.): Body Part Affected: _____			
Medical Treatment Required:	☐ No ☐ Yes – First Aid Only	☐ Yes – Doctor/Clinic	☐ Yes – Emergency Room
Where Treated:		Date of First Treatment:	
Type of Medical Treatment: ☐ Hospitalization ☐ Fracture ☐ Suture ☐ Referred for further treatment ☐ Prescription Medication ☐ Foreign Body Removal ☐ Rigid Splint or Cast ☐ Other Medical Treatment (List) _____			
Time lost from work beyond day of accident: ☐ Yes ☐ No	Released to Return to Work:	☐ No ☐ At Full Duty ☐ Follow-up Visit to be Scheduled ☐ Yes: ☐ With Restrictions	

Supervisor's Comments		
Could this incident have been prevented? If so, how?		
Name:	Email Address:	

COMPLETING THIS FORM IS FOR INFORMATIONAL PURPOSES ONLY AND DOES NOT MEAN A CLAIM HAS BEEN FILED. TO FILE A CLAIM, CONTACT THE UT OFFICE OF RISK MANAGEMENT AT 865-974-5409. THANK YOU.

Person Injured or Person who sustained damages:	Supervisor or Person completing report:
Signature: _____	Signature: _____

RM 09/16