

Competency Task List – Secondary Component

Veterinary/Animal Health Technology/Technician and Veterinary Assistant CIP 01.8301

High School Graduation Years 2022, 2023, 2024

100 Orientation and Safety

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
101	Differentiate between the tasks and roles of veterinary team members.		VET 1
102	Differentiate between the professions within the veterinary industry.		VET 1
103	Differentiate between the areas within the veterinary facility.		VET 1
104	Recognize normal and abnormal animal behavior patterns.		VET 1
105	Follow personal safety measures, including personal protective equipment (PPE).		VET 1
106	Identify potential zoonotic diseases.		VET 2
107	Follow isolation procedures.		VET 1
108	Differentiate between disposal of various types of hazardous material.		VET 1
109	Practice sanitation and disinfection techniques within the veterinary facility.		VET 1
110	Follow OSHA standards.		VET 2
111	Solve basic medical math necessary for the profession.		VET 2
112	Comply with veterinary practice, local, state, and federal laws.		VET 2

200 Office and Hospital Procedures

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
201	Greet clients.		VET 2
202	Schedule appointments.		VET 1
203	Prepare forms and certificates.		VET 2
204	Admit a patient.		VET 1
205	Discharge a patient.		VET 2

206	Perform basic filing and retrieving of medical records.		VET 1
207	Perform basic veterinary medical record keeping procedures.		VET 1
208	Use veterinary software programs.		VET 1
209	Utilize veterinary medical terminology and abbreviation.		VET 2
210	Invoice, bill, and collect payment on account procedures.		VET 1
211	Answer and direct phone calls.		VET 1
212	Recognize and respond appropriately to veterinary medical emergencies by notifying the appropriate hospital personnel.		VET 2
213	Request and transfer records to and from other veterinary facilities.		VET 1
214	Manage basic inventory supplies and restock shelves, e.g., office supplies, retail supplies.		VET 1

300 Communications and Client Relations

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
301	Use verbal and written client communication.		VET 1
302	Follow ethical rules of conduct in the veterinary profession.		VET 2
304	Demonstrate knowledge of the human-animal bond.		VET 1
305	Demonstrate professional appearance and language in the workplace.		VET 1
306	Use electronic devices/communications according to workplace policies, e.g., cell phone usage, text messaging, social networking, digital photography.		VET 1

400 Pharmacy and Pharmacology

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
401	Recognize legal issues involving all controlled and non-controlled drugs.		VET 2
402	Differentiate between the various pharmaceuticals and their classifications.		VET 2
403	Interpret the terminology of a prescription.		VET 2
404	Differentiate between over the counter and prescription drugs.		VET 1
405	Formulate a prescription label with all necessary components.		VET 1

406	Prepare and package dispensed drugs.		VET 2
407	Store, handle, and dispose of drugs according to manufacturer's directions.		VET 2
408	Apply inventory control techniques.		VET 1
409	Reconstitute vaccines and follow proper protocols.		VET 2
410	Differentiate restraint techniques according to routes/methods of drug/vaccine administration.		VET 2

500 Examination Room Procedures

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
501	Place small animals in and remove from cages.		VET 1
502	Place and restrain small animals on tables and floor.		VET 1
503	Apply dog and cat commercial muzzle.		VET 1
504	Apply dog gauze muzzle.		VET 1
505	Apply Elizabethan collar.		VET 1
506	Apply restraint pole.		VET 1
507	Demonstrate standing, sitting, lateral, sternal, and dorsal restraint positions.		VET 1
508	Demonstrate restraint techniques for femoral, cephalic, jugular, and saphenous veins on a dog and a cat.		VET 1
509	Identify situations requiring alternative restraint techniques, e.g., ringworm, geriatric, ectoparasite infestation.		VET 2
510	Determine and record temperature, pulse, heart rate, respiration, body condition score, and patient weight.		VET 2
511	Identify common AKC dog breeds and CFA cat breeds.		VET 1
512	Identify the gender of cats and dogs.		VET 2
513	Identify small animal nutritional requirements, e.g., AAFCO, prescription diet, dry matter basis calculations.		VET 2
514	Take animal history and report chief complaint (SOAP format).		VET 2

600 Small Animal Nursing

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
601	Provide routine record keeping and observation of hospitalized patients.		VET 2
602	Utilize terminology, illustrate the structure and function, and describe common diseases of the sensory system.		VET 2
603	Utilize terminology, illustrate the structure and function, and describe common diseases of the integumentary system.		VET 2
604	Utilize terminology, illustrate the structure and function, and describe common diseases of the skeletal system.		VET 1
605	Utilize terminology, illustrate the structure and function, and describe common diseases of the muscular system.		VET 1
606	Utilize terminology, illustrate the structure and function, and describe common diseases of the respiratory system.		VET 2
607	Utilize terminology, illustrate the structure and function, and describe common diseases of the circulatory system.		VET 2
608	Utilize terminology, illustrate the structure and function, and describe common diseases of the immune system.		VET 2
609	Utilize terminology, illustrate the structure and function, and describe common diseases of the digestive system.		VET 2
610	Utilize terminology, illustrate the structure and function, and describe common diseases of the urinary system.		VET 2
611	Utilize terminology, illustrate the structure and function, and describe common diseases of the endocrine system.		VET 1
612	Utilize terminology, illustrate the structure and function, and describe common diseases of the reproductive System.		VET 2
613	Utilize terminology, illustrate the structure and function, and describe common diseases of the nervous system.		VET 1
614	Monitor/restrain patients for fluid therapy and record observations.		VET 2
615	Administer oral medication to a dog and a cat.		VET 2
616	Administer ear medication to a dog and a cat.		VET 2
617	Administer eye medication to a dog and a cat.		VET 2
618	Follow patient treatment plan.		VET 1
619	Locate and lay out materials needed for bandage application.		VET 2

620	Select, identify, and use grooming equipment.		VET 2
621	Comb and brush patients.		VET 1
622	Clean external ear canals.		VET 1
623	Trim nails of a patient.		VET 2
624	Identify location of and problems associated with anal glands.		VET 2
625	Bathe a patient.		VET 1
626	Dip a patient.		VET 1
627	Prepare food according to treatment plan.		VET 1
628	Clean and disinfect a kennel and cage.		VET 1
629	Provide care and maintenance of nursing equipment.		VET 1
630	Identify procedures and process of euthanasia and postmortem care.		VET 2
631	Evaluate capillary refill time (CRT) and assess normal mucous membranes.		VET 1

700 Surgical Preparation and Assisting

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
701	Prepare surgical equipment and supplies.		VET 2
702	Sterilize instruments and sanitize supplies.		VET 1
703	Operate and maintain autoclaves.		VET 2
704	Identify common instruments.		VET 2
705	Identify common suture materials, types, and sizes.		VET 2
706	Assist with preparation of patients using aseptic technique.		VET 1
707	Assist with positioning of surgical patients.		VET 2
708	Assist with post-operative patient care.		VET 2
709	Maintain the surgical log.		VET 2
710	Maintain proper operating room conduct and asepsis.		VET 1
711	Perform post-surgical clean up.		VET 1
712	Fold surgical gowns and drapes.		VET 2
713	Maintain operating room sanitation and care.		VET 1
714	Clean and maintain surgical instruments.		VET 1

800 Laboratory Procedures

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
801	Collect voided urine samples.		VET 1
802	Determine physical properties of urine, including color and clarity.		VET 1
803	Prepare urine sediment for microscopic examination.		VET 2
804	Identify common blood tubes used in veterinary medicine.		VET 2
805	Prepare supplies for blood collection.		VET 2
806	Set up a packed cell volume (PCV).		VET 2
807	Set up a sample using a refractometer.		VET 1
808	Assist in preparation of specimen staining techniques.		VET 2
809	Collect voided fecal samples for examination.		VET 1
810	Prepare a fecal direct smear for analysis.		VET 2
811	Prepare a fecal flotation for analysis.		VET 1
812	Prepare a fecal centrifugation for analysis.		VET 2
813	Identify external parasites, e.g., mites, lice, fleas, ticks.		VET 2
814	Assist with necropsy procedures.		VET 2
815	Identify the state-level requirements for rabies suspects.		VET 2
816	Handle disposal of deceased animals.		VET 2

900 Radiology and Ultrasound Imaging

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
901	Practice radiological exposure protocol.		VET 1
902	Assist the veterinarian and/or technician in diagnostic imaging including, restraint, preparation, positioning of patients, and processing images.		VET 2
903	Care for radiology equipment and maintain quality control.		VET 2
904	Maintain a radiology log.		VET 2

¹ Student Demonstrated Entry-Level Industry Proficiency as Indicated by (X)

Secondary CTE Instructor Signature _____ Date _____

Student Signature _____ Date _____