



Dear Examination Candidate:

The AVBT Board of Regents would like to congratulate you on taking this first step to becoming a VTS (behavior).

The application process is as follows:

- Applications packets must be submitted by **November 30th** for consideration for the **July** examination. Electronic submission is preferred.
- Copies of suggested forms may be downloaded and modified from www.avbt.net and include:
 - Application Agreement
 - CV Template
 - Skills Assessment Form
 - Clinical track
 - Research track
 - Time Sheet
 - CE Record
 - Case Log or Research Log

Submitted candidate packets must include the following:

- A **cover letter** expressing the desire to be considered as a candidate.
 - The cover letter must include the name and contact information for the licensed veterinarian or credentialed veterinary technician you have chosen as your Skills Assessment Supervisor (S.A.S).
- **Signed Application Agreement** with **\$50 non-refundable application fee**.
- Candidate's **Curriculum Vitae**
 - Proof of NAVTA and SVBT membership
 - Proof of graduation from an AVMA accredited veterinary technology program and/or proof of credentialing as a veterinary technician.
- **Two (2) Letters of Recommendations**
 - VTS (behavior), ACVB diplomat or supporting veterinarian
- Completed **Skills Assessment Form**
 - Choose a primary skills assessment supervisor to assess your skills. This person should be a licensed veterinarian or credentialed veterinary technician and will be contacted if questions arise during the packet evaluation process. You may use more than one person as your SAS. People other than credentialed veterinary personnel can be used as SASs, but they **must** be approved by the AVBT Regents.
- **Time Sheet**
 - Three (3) years minimum work experience in animal behavior and a minimum of 4000 hours or its equivalent in the field of animal behavior: clinical or research based.
 - All experience must be completed within five (5) years prior to your application.

- Applicable time is not required to be under the supervision of a veterinarian if it can be proven preventative (puppy, kitten classes, assessments, etc.) but **no more than 75%** of total time can be in prevention.
- **CE Record**
 - A minimum of forty (40) continuing education hours related to veterinary behavior or behavioral research.
 - Accepted CE must be acquired within the last five (5) years prior to submitting the application.
 - Continuing education must be received from an accredited veterinary technician school, school of veterinary medicine or national, regional or state recognized conference. Accepted CE includes but is not limited to APDT, Clicker Expo, DOGS! Course and other state, regional and national conferences. If you are uncertain whether attended CE qualifies please direct your questions to info@avbt.net.
 - **Proof of attendance is required.**
 - No more than 2/3 (28 hours) of CE can come from one source.
- **Case or Research Log**
 - Clinical track - A **minimum** of fifty (50) cases within one – three (1-3) years. It would be beneficial to include more than fifty (50) cases in case some are disqualified. No more than twenty five percent (25%) can be of a preventative nature, not requiring a veterinary diagnosis.
 - Research track - One (1) year within the three (3) years immediately proceeding application must consist of behavior research or research using behavioral observations as a major portion of the study.
- **Five (5) Case Reports**
 - A minimum of three (3) case reports must have a veterinarian's diagnosis.
 - A minimum of two different species must be represented.
 - A maximum of one (1) case report could be a problem prevention case not requiring a veterinarian's diagnosis.
 - A maximum of one (1) case report could be a pet selection counseling report not requiring a veterinarian's diagnosis.
 - Case reports or pet selection reports should include the following as a **minimum**:
 - **Case Report**
 - Signalment and statement of problem
 - Behavior history
 - Significant physical and laboratory findings
 - Behavioral diagnosis (if applicable)
 - Previous treatments attempted (client or other person applied)
 - Prescribed treatment plan
 - Follow up care including application of prescribed treatment plan (home visit or hospital visit)
 - General follow up assessment (if home visit include family interactions and observable behavior)
 - Response to current treatment plan
 - Observations and discussion pertaining to follow up
 - Goals for next follow up care
 - Results
 - Discussion
 - **Pet Selection Report**
 - Family overview
 - Summary of client's wants and dislikes

- Considerations
- Client education
- Recommendations
- Pros and cons of breed or species recommendations
- Source recommendations
- Recommended reading and educational material list
- Written and published or pending publication of a **peer reviewed article** on an animal behavior topic.
 - Include a copy or link to your article
 - Potential publications could include but are not limited to the NAVTA journal, Veterinary Technician journal, ILAR journal, Lab Animal journal, SVBT newsletter, AVSAB newsletter, Journal of Veterinary Behavior or other scientific journals.
 - Peer reviewed articles are read and approved by knowledgeable peers in the field. They must contain citations of scientific references.

1 copy of the completed packet should be sent electronically to each of the following:

Debbie Martin dmartinrvt@gmail.com	Linda Campbell Gijits_mom@yahoo.com
Julie Shaw shawjk@purdue.edu	Ginny Price price.ginny@verizon.net
Alicea Schaffer alicearvt@gmail.com	

Send your application fee to:

Angela Licari
 W 7885 High Ridge Road
 Fort Atkinson, WI 53538

You will be notified within eight (8) weeks after the committee members have received the packet as to approval or denial. If denied, you will receive a letter describing deficiencies. If approved, you will be notified of the approval and no later than three (3) months from the scheduled examination be advised of the examination format, location, date, and examination fee.

Please visit www.avbt.net FAQ page for commonly asked questions. From the entire AVBT Board of Regents, we wish you success.

Sincerely,

The Academy of Veterinary Behavior Technicians Board of Regents