



**STEEL CENTER**  
FOR CAREER AND TECHNICAL EDUCATION

# SYLLABUS

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## **Veterinary Assistant CIP 01.8301**

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2023 – 2024

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**Program Description:** The Veterinary Assistant Program will prepare students to enter into a Veterinary facility and assist with basic care and procedures. Students will learn key skills in Veterinary Safety and how to recognize and identify behavior in cats and dogs to remain safe. Students will also learn animal handling techniques and how to use specific devices for handling such as muzzles, restraint bags and e-collars. Animal husbandry procedures such as bathing dogs and cats, cleaning ears, trimming nails and general care will also be taught. Since animals cannot communicate in words or make daily lifestyle decisions, students will also learn client communication skills and how to work with clients to improve patient care.

Focus on Veterinary Anatomy and Physiology, as well as recognizing common diseases will also be an important part of curriculum and success as a Veterinary Assistant. Students will learn how to care for and clean up after animals, as well as how to set up and assist in performing common Veterinary Procedures, including radiology and laboratory procedures. Laboratory procedures will include Fecal Analysis, Urinalysis and some blood testing. Focuses on infection control and surgical assisting through the use of instrument sterilization will also be provided.

This program is based on small animal practice, focusing on cats and dogs, however some attention will be given to large animal and small exotics so that students may branch into many areas of Veterinary Medicine. Veterinary Assisting can open many doors and will help students learn to care for both pets and the people who love them.

**Textbooks:** *Elsevier's Veterinary Assisting Textbook*, 3<sup>rd</sup> ed. By: Margi Sirois (Primary)

*Elsevier's Veterinary Assisting Workbook*, 3<sup>rd</sup> ed. By: Margi Sirois

*Elsevier's Veterinary Assistant Exam Review*, By: Margi Sirois (Secondary)

*Introduction to animal and Veterinary Anatomy and Physiology*, 4<sup>th</sup> edition, By: Victoria Aspinall and Melanie Capello (Secondary)

*Note: Students will not be assigned “take-home” copies of the primary or secondary course textbook. Under no circumstances are students to remove (a) book (s) from the class without permission from the teacher.*

**Other Resources:** Computer-based applications and content-relevant articles/materials selected upon teacher discretion.

**Online Curriculum:** Canvas Learning Platform

**Daily-Required Materials/Items:**

- All students are to show up on time, ready to learn.
- Binder with loose-leaf paper or notebook with folders, black pen and pencil
- Class notes provided by instructor
- Scrub top and scrub pants, clean
- Non-slip closed toe shoes (preferably sneakers)
- Stethoscope
- Watch (ability to count seconds)
- Small pocket notebook to fit in the scrub pocket
- Any other materials requested by the instructor

**Assessment and Evaluation:** A cumulative grade based on tests, quizzes, projects, and performance will be assigned using Steel Center’s grading scale:

<b>90-100:</b>	<b>A</b>
<b>80-89:</b>	<b>B</b>
<b>70-79:</b>	<b>C</b>
<b>60-69</b>	<b>D</b>
<b>&lt;60:</b>	<b>E/F</b>
<b>Incomplete:</b>	<b>I</b>

**Assignments/Timeline:**

- Classroom projects and assignments will be required
- There will be daily classwork including reading and writing
- Research papers will also occasionally be assigned
- Homework will be assigned as necessary
- Quizzes and are exams are used to assess knowledge

**Other grading factors:**

- Be a team player at all times
- Be respectful, only one person talks at a time
- Be ready for work by dressing professionally on lab days
- Lock your valuables in your locker
- Report to class on time and attend regularly
- Follow all school rules
- Students will be taught and must follow the expectations of the Veterinary Profession.
- **Cell phones are not allowed during class and must be kept in their locker**

**Classroom/Shop Rules:**

1. Professionalism
2. Attendance
3. Discipline
4. School Rules
5. Follow Classroom procedures

**Consequences:**

1. Warning
2. Point deduction of daily grade
3. Parental contact, point deduction and Office Referral

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**SYLLABUS AND PROGRAM RULES**

**ACKNOWLEDGEMENT SHEET**

**FOR STUDENT:**

With my signature, I acknowledge that I am fully aware of the rules, procedures, and expectations for my CTE program of study. I understand that my signature indicates awareness and not necessarily approval.

Student name: \_\_\_\_\_

Student signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**FOR PARENT/GUARDIAN:**

With my signature, I acknowledge that I am fully aware of the rules, procedures, and expectations for my son's or daughter's CTE program of study. I understand that my signature indicates awareness and not necessarily approval.

Parent/Guardian signature: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

Note: This document shall be filed and maintained by POS teachers. Unsigned or unreturned signature sheets are noted and filed accordingly.