



## Vectar comes to fruition

*We report on the final conference for this pan-European VN training project*

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**In this issue:** new Head of VN, new VNC members, *Code* app available, awarding institution update, TP numbers increase, external examiners sought, Vectar project conference, advice on enrolment and training periods, overseas qualifications, events, RCVS Awards news, exam results and deadlines.

# All change in the VN Department

## New Head of Veterinary Nursing announced



**Julie Dugmore has been appointed Head of Veterinary Nursing, following the retirement of Libby Earle in April.**

A registered veterinary nurse, who has most recently been in charge of quality assurance and EV liaison, Julie joined the College in December 2002. She will take up her new post on 1 October, and report to the College's new Director of Education, Freda Andrews.

Meanwhile, Ben Myring, who has held the position of VN Examinations Officer for seven years, will shortly join the Communications Department as a Policy and Public Affairs Officer. During his time with the VN team, Ben has had the pleasure of informing thousands of students that they have passed their examinations. Ben will almost certainly be using his knowledge of veterinary nursing in this new role, and one of his challenges, working with colleagues, will be to seek statutory protection for the title 'veterinary nurse'.

Ben's old role will be taken up by Annah Bhebe, who has worked alongside Ben for the last few months.

Please see the back page for a full list of 'who's who' in the VN team.

## Latest additions to VNC

### New faces at RCVS Day

**At RCVS Day on 5 July, Chairman Kathy Kissick welcomed new members to the VN Council.**

Amy Robinson joined as a newly-elected member (Andrea Jeffery was also re-elected), and new lay members Alison Carr, Dominic Dyer and Professor Sue Proctor also took up their seats.

Kathy thanked retiring VNC members Jill Nute, Rev Tony Birbeck, Richard Hooker and Louise Glysen.

The two Vice-Chairmen are former Chairman Liz Branscombe, and RCVS Council member Christine Shield. Also new to VN Council is Niall Connell, newly-elected to RCVS Council and one of the two RCVS Council appointees.



*Kathy Kissick (centre left) welcomes Sue Proctor, Amy Robinson and Alison Carr to VN Council at RCVS Day in July*

# Code in your pocket

Our new app makes the Code and guidance easy to access



**We now have a free app for the Code of Professional Conduct (covering the Codes for both VNs and vets), which can be downloaded for both iOS and Android devices.**

Once the app is installed, you will have a mobile-friendly version of both the Code and all 27 chapters of supporting guidance in your pocket, even when you don't have a network connection (if there have been any updates to the Code, they will be made automatically next time you are connected).

So there is no excuse for your students not to be working to the principles of the Code from day one!

If an app's not for you, you can now also download a copy of the full Code and all of the supporting guidance in PDF format, dated so that you know when it was last amended.

Visit [www.rcvs.org.uk/vncode](http://www.rcvs.org.uk/vncode) and see the 'VN Code tools' box for both the PDF and the app.

This is our first app and we would love to hear your feedback on it, or suggestions for future apps – please email Christine James in the Communications Department, on [christinej@rcvs.org.uk](mailto:christinej@rcvs.org.uk).

## Awarding institution round-up

### New institutions under consideration

**The VN team has been busy this year, attending seven validation or revalidation events, the majority of which have been for existing universities offering either an FdSc or BSc Hons in Veterinary Nursing. We are also considering two new applications from awarding institutions.**

Universities generally review their qualifications every five to six years to ensure that the module learning outcomes remain relevant. Our involvement includes ensuring that the National Occupational Standards and RCVS Day One Skills for veterinary nurses are embedded within the programme. We also ensure that the qualification and examinations meet the RCVS Veterinary Nursing Bye-Laws, and that there are robust mechanisms in place to quality assure the programme.

Thereafter, follow-up monitoring audits take place on an annual basis, with each visit checking one or more areas of the RCVS criteria for the approval of VN licence to practise qualifications. These audits involve visiting centres and training practices, as well as observing theory and practical examinations.

One new awarding institution is currently being considered for provisional approval – one of the country's newest universities, the Royal Agricultural University, is working in conjunction with Askham Bryan College to deliver an FdSc in veterinary nursing at two centres in the north. The York campus already has experience at delivering a similar programme but this will be a first for the Newton Rigg campus, in Cumbria.

***“Universities generally review their qualifications every five to six years to ensure that the module learning outcomes remain relevant.”***

Another university is in the process of being approved to deliver the RCVS Diploma in Advanced Veterinary Nursing from two sites from September 2014. Progress will be reported via the website in due course.



# TPs, please!

## High number of new TPs registered

**We have registered 112 new VN Training Practices so far this year, bringing the total number to over 2,000.**

A record 30 application forms were received in August alone, in preparation for the start of the new academic year.

London and the Home Counties have seen the biggest rise, with 27 new practices approved. It has also been really encouraging to see a growth in the north, with 15 new training practices in Scotland and 22 in the north of England. Wales has also seen an increase, with 18 new practices now recruiting students.

Training Practices are an essential resource for VN training, and practices offer clinical training and work experience to student VNs either through employment or via work placement.

Further information about becoming a TP can be found in the 'employers' section of [awardingbody.rcvs.org.uk](http://awardingbody.rcvs.org.uk).

# Fee reminder

## 2014 fees due by 1 November

**By now, VNs and RVNs should have received a letter to remind them that fees are due for 2014 listing/registration. The fee for 2014 is £61 and is due by 1 November this year.**

You can complete your renewal online or by post/fax, and payment can be made by credit card (online, or by completing a post/fax form, unfortunately we can't take payments over the phone), cheque, bank draft or bank transfer.

Earlier this year, VN Council opted to discontinue providing listing/registration cards, on the basis that employers seem rarely to check them, and, now that the disciplinary system for RVNs has been introduced, they can become out of date. Instead, we encourage employers and the public to use our online 'Check the Register' tool to ensure a VN is properly registered or listed.

If you have not yet received your fee reminder, please contact our Registration Department on 020 7202 0707, as we may not hold your up-to-date contact details.



# VN video star

## RCVS Review in video form

**Over the summer we published *RCVS Review* and *RCVS Facts*, the two documents which make up our annual report.**

The former looks at our key activities through the eyes of those involved, and this year, for the first time, the publication was supported by videos with each of our interviewees, to make it easier for those short of time to get a snapshot of what we are up to.

Claire Bloor (pictured), VN Lecturer at Myerscough College, starred in the video and the hard copy of the *Review*, explaining why she feels that the Professional Development Record – our online CPD recording system – is so easy to use. You can see her video at [www.youtube.com/RCVSvideos](http://www.youtube.com/RCVSvideos).

Meanwhile, *RCVS Facts* includes statistics about the veterinary and veterinary nursing professions, together with our summarised accounts.

Both parts of the annual report can be downloaded from [www.rcvs.org.uk/publications](http://www.rcvs.org.uk/publications).



# All worth it in the end!

## Graduation and registration ceremonies 'special days'

**M**embers of RCVS Council and VN Council (VNC) attended six graduation ceremonies for newly-qualified VNs this summer, and around 200 graduates have entered the Register so far this year.

Further ceremonies will be held at three universities before the end of 2013.

These ceremonies provide an opportunity for graduates to receive their degrees, together with their Certificates in Veterinary Nursing. In addition, an RCVS representative leads the graduates as they make their solemn declaration. These events provide an excellent opportunity for us to meet new graduates and inform the public about the importance of the VN role.

VNC Vice-Chairman Liz Branscombe led the declaration of graduates from the University of Portsmouth at Winchester Cathedral, in front of an audience of 800 students, and their friends and families. Portsmouth's VN Course Tutor, Mandy Tamba, felt that the event had been a huge success, with Liz's attendance making it extra special.

### Your chance to celebrate at Belgravia House

Meanwhile, vocational students who have passed both their theory and practical examinations will receive an invitation to attend an admission ceremony to be held at the RCVS in London on Thursday, 17 October. This will give new registrants a chance to make the

declaration, and receive their Certificates in Veterinary Nursing and RVN badges from the RCVS President, in front of family and friends. The formal proceedings are followed by a reception, where the nurses can truly celebrate the years of hard work they have put in to achieve their professional status.

An admission ceremony for students who pass the autumn examinations is scheduled to take place on Wednesday, 15 January 2014.



*Liz Branscombe with Craig McDonald, winner of the Plowman Trophy for outstanding overall achievement, at the University of Portsmouth Ceremony*

# Broaden your horizons!

## External examiners needed

**H**ave you ever thought about broadening your role and becoming involved with the quality assurance of veterinary nursing qualifications?

All awarding institutions delivering qualifications leading to VN registration are required by the Veterinary Nursing Bye-Laws to employ an external examiner, but a number of awarding institutions have reported that finding new external examiners can be a challenge.

We are unable to recommend people for the role, but we can hold a list of interested people that we can make available to awarding institutions.

External examiners play a vital role in the maintenance of academic standards and ensuring rigorous, robust

and fair assessment. They normally hold a graduate or postgraduate qualification in a relevant subject, and are usually involved with the delivery of similar programmes.

We expect that all external examiners are professionally (occupationally) competent, with at least four years' post-qualification experience. Veterinary nurses are normally expected to be RVNs or REVNs, and veterinary surgeons must be registered as UK-practising.

If you would like your details to be added to the list, please send an email with your contact details and a brief synopsis of your experience to Helen Bourne, at [h.bourne@rcvs.org.uk](mailto:h.bourne@rcvs.org.uk).

# Vectar's last stand

## Successful final conference in Helsinki



**The final Vectar conference was held at the Amiedu School, Helsinki, Finland, at the end of August. The two-day conference went well, with all participating partners attending, and day two welcoming external delegates who were keen to learn more about the project, the Clinical Training and Assessment Record (CTAR) tool and the clinical coaching package.**

From the first day of the event the success of the partnership was evident, in terms of how far we had come, the close links that had been forged between the different faculties, the development of the CTAR tool for the standardisation of VN education and the fact that we had all worked together to achieve a common goal in advancing veterinary nurse training.

Many of the partners indicated their intention to continue with the CTAR and clinical coaching package with future cohorts of students once the project concludes. Although not all the partners will be continuing (due to constraints beyond their control), they confirmed that they would be using parts of the programme to ensure the rigour of their VN provision. Those continuing with

the programme appear to have good cohort numbers, ensuring sustainability and the continued development of the programme.

All the participating partners presented to the external delegates, offering a detailed overview of the CTAR development and the benefits gained from each school participating in the project.

As part of the wrap-up of the event, delegates were asked about their impressions of the programme and their feedback on the CTAR tool. They were all impressed with how far the programme had developed over the two years, and felt that the CTAR was very beneficial. They felt that in this 'virtual world', students would much prefer working this way while completing practical skills (we in the UK still remember the portfolio!). They liked the idea of being able to monitor student progress remotely during placement – this being especially important in some countries, where students are in placement many hours away from their schools.

For those of you who couldn't make the conference and are interested in the products we have developed, presentations and video footage will be available on [www.vectar.org.uk](http://www.vectar.org.uk) soon.

### Benefits of the project noted by delegates included:

1. Clear guidance given regarding the training requirements while on placement
2. Enables closer supervision of students while on placement
3. Cost effective
4. Promotes VN uniformity and standardisation of training
5. The fact that the number of prospective students ensures sustainability

# Back to basics in Paris

## Vetnnet annual conference heads to France

**Vetnnet is the European network for everyone involved in veterinary nurse training and each year it hosts an excellent annual conference. This year's event was held in Paris on 18-20 September, under the theme 'Back to the Basics'.**

The programme included a lecture and workshop by VN Council members Andrea Jeffery and Hilary Orpet on nursing care plans.

For more information, please visit [www.vetnnet.com/conference](http://www.vetnnet.com/conference).



# Enrolment time again

## Please follow our advice for trouble-free enrolments

**T**he autumn enrolment period is now in full swing, and with so many changes having taken place in the world of veterinary nurse training, this is the ideal opportunity to offer some clarification on the ins and outs of enrolment as a student veterinary nurse. Plus we'd like to offer some handy tips to ensure that the enrolment process goes off without a hitch.

### The legal stuff

VN students should be enrolled with us as soon as practicable after they have commenced their college-based education programme, and before they start work experience (or placement) in a veterinary practice.

A student veterinary nurse is a person enrolled for veterinary nurse training on an approved qualification with the RCVS. Enrolment as a student veterinary nurse allows students a legal dispensation to assist in the veterinary care of animals so that they are able to gain the necessary clinical experience as part of their training within their Approved Training Practice.

### ***“VN students should be enrolled with us as soon as practicable.”***

Enrolment is also intended to support a course of training and therefore we require confirmation that all new students are registered for an RCVS-approved qualification (higher education or vocational).

### Provisional and full enrolment

Provisional enrolment is only for those students who have commenced a college course and are awaiting confirmation of registration for an RCVS-approved qualification in veterinary nursing from their awarding organisation, or whose college is going through the approval process with an awarding organisation.

Provisional enrolment does not count towards training time (students can only begin counting time towards their 94 weeks in training from the date of full enrolment), and is only valid for a maximum of three months. In addition, provisionally-enrolled students are classified as lay staff and do not have any legal dispensation – they are therefore not permitted to carry out any activities under Schedule 3 of the Veterinary Surgeons Act.

Students who have already been registered for a veterinary nursing qualification at the point of enrolment may be fully enrolled. Centres (colleges) will be expected to supply confirmation of registration on a qualification to the RCVS, along with all enrolment documentation for each student.

### Enrolment checklist

It is essential that we receive correct and complete documentation for each student in order to process their enrolment. All documentation and payments must be submitted to the RCVS via the centre. Below is a simple checklist for centres:

- Payment (made to the RCVS by the centre and appropriately referenced)
- Completed spreadsheet submitted to [vnenrol@rcvs.org.uk](mailto:vnenrol@rcvs.org.uk)
- Completed enrolment form for each student (either sent in the post or scanned and emailed to [vnenrol@rcvs.org.uk](mailto:vnenrol@rcvs.org.uk))
- Confirmation of qualification registration (stating full name, date of birth, name of qualification, qualification reference number, awarding organisation, date of registration and registration number)
- ID (passport, national ID card, valid driving licence or birth certificate accompanied by certified passport photo)

### Top tips for speedy enrolment

Here are our top tips to ensure all enrolments are processed in a timely manner:

- Please ensure that payments are correctly referenced if paying by BACS and that payments are made at the same time as the applications are submitted (we require all the documentation stated in the box above and the payment before we can process an enrolment)
- Please use sentence case when completing the spreadsheet, not capital letters
- Please ensure that the ID submitted is clear and the information is legible
- The name entered on the spreadsheet should match the ID (including all middle names)
- Please do not manipulate the spreadsheet – changing the order of data on the spreadsheet will lead to our upload failing and in turn will mean delays in processing while we manually fix the records
- Please do not hold up a cohort if you are waiting on information or documentation from a small handful of students: the majority can be submitted in one batch, with the remainder to follow
- Please ensure that all sections of the enrolment form are completed
- Colleges should ensure that the information bar on the spreadsheet is correctly completed as this will automatically fill in some of the columns
- If you have any queries at all, please do not hesitate to contact the Veterinary Nursing Department – we will be happy to help!



# How many hours?

## Completing the Student's Record of Veterinary Nurse Training

**We are aware that confusion exists amongst student veterinary nurses in terms of how many hours of training is required. This article hopes to clarify matters, and offers some tips on how students should complete their Records properly.**

Bye-Law 5 of the Veterinary Nursing Bye-Laws 2011 states that candidates must undertake an approved programme of veterinary nurse education that is a minimum of 94 weeks (equivalent to 3,290 hours), excluding annual leave and absence.

The 94 weeks is broken down into college time and practical training time. A theoretical programme (college course) must not be less than 700 guided learning hours. Practical training must be carried out in an Approved Training Practice for no less than 15 hours

a week and must not be less than 60 weeks (equivalent to 2,100 hours) in duration.

While student veterinary nurses have all seen the Bye-Laws, confusion often arises as to what Bye-Law 5 actually means for a student who is completing their Record of Veterinary Nurse Training. In fact, the way that the Student's Record of Veterinary Nurse Training is completed will depend on the type of training a student has undertaken, and a number of other variables.

Below is a general guide on how to record training time depending on the method. If you feel your, or your student's, method of training does not fit into one of these scenarios, then please contact the Veterinary Nursing Department and we will be happy to assist you.

Type of training	How to calculate
<b>Part-time employed (day-release)</b>	The student must show a minimum of 94 weeks in their Approved Training Practice(s). This needs to equate to a total training time of 3,290 hours. As their working week will include their college day, the time declared will incorporate practical training and college time. The student must, however, declare separately the dates on which they attended college and this time must equate to a minimum of 700 hours.
<b>Full-time (block release placement)</b>	The student's weeks in college need to be declared separately to the time in practice. The college weeks must equate to a minimum of 700 hours. The practical training time must then be added to the number of weeks spent in college. The student must complete a minimum of 60 weeks in practice (equivalent to 2,100 hours), however, when the college weeks are added to the practice weeks, the student must have completed a minimum of 94 weeks in training (equivalent to 3,290 hours). Students may find that their practice time will be more than 60 weeks and greater than 2,100 hours in order to meet the requirement for a period of training to be 94 weeks (3,290 hours) in duration.
<b>Full-time (day-release placement – often two days in college and three days in practice per week)</b>	The student must show a minimum of 94 weeks in their Approved Training Practice(s). This needs to equate to a total training time of 3,290 hours. As the working week will include college days, the time declared will incorporate practical training and college time. The student must, however, declare separately the dates attended at college and this time must equate to a minimum of 700 hours.

### Registration hints and tips

- Students should start completing their Record of Veterinary Nurse Training from the date of enrolment with the RCVS (if you are not sure of this date, please contact the Veterinary Nursing Department).
- Students should keep a record of their absences (annual leave, sickness and any other days where they have not been in their Approved Training Practice or college) from the time they start training – rushing to do this at the point of registration often results in inaccuracies and documentation being sent back for amending.
- Do not use correction fluid on the Record of Veterinary Nurse Training. If a mistake is made, put a line through the error and ask the Training Practice Principal to countersign and date against any amendments.
- Please ensure that the correct number of weeks and hours in training have been declared according to the Veterinary Nursing Bye-Laws.
- Please be aware that we will not accept practice rotas in place of a completed Record of Veterinary Nurse Training.
- Only the Training Practice Principal (veterinary



surgeon in charge of veterinary nurse training) may sign a student's record of employment and absence. If you are unsure who this is, please contact the Veterinary Nursing Department to check. If the Training Practice Principal has changed, the documentation should be signed by the new Training Practice Principal and a letter on practice headed paper should accompany the application, stating who the new Training Practice Principal is and when they took over, including a sample of their signature.

- Please remember to convert the number of absences into weeks before subtracting them from the total number of weeks.
- If a student is leaving their place of employment, they should ensure that their Record of Veterinary Nurse Training for the period of employment at that practice is signed and dated before they leave.
- If forms are lost or a new set is needed, please contact the Veterinary Nursing Department.
- If a student is unsure about completing the documentation, has any doubts about whether they have completed enough time in training or needs any clarification regarding the registration process, please contact the Veterinary Nursing Department.
- Students should be aware that they may not call themselves 'Registered Veterinary Nurse', or use the postnominal letters RVN, until their name has been entered onto the Register of Veterinary Nurses.

### Starting with a clean record

In recent months, we have noted an increased number of students submitting fraudulently completed Student Records of Veterinary Nurse Training in support of their application for entry to the Register of Veterinary Nurses.

In some cases, the signatures of Training Practice Principals or Heads of Centre were forged. In addition, entries had been covered in correction fluid after the Training Practice Principal had signed, so that it appeared as though the student has completed more training time.

All applicants should be aware that we thoroughly check all the documentation that is submitted and verify each signature that is entered onto the Record of Veterinary Nurse Training.

The submission of a falsified document in support of an application to join a professional register is a serious matter, and one that could potentially bar registration.

Years of hard work and dedication to training come to fruition when a student enters their name on to the Register of Veterinary Nurses, and this milestone marks the start of a professional record with the RCVS. Although we appreciate that every newly qualified nurse wants to register as soon as possible, it is essential that registration documentation is completed accurately and with integrity.

## Overseas requirements

### New rules agreed

**We receive around 100 applications per year from overseas-qualified veterinary nurses who wish to register in the UK. The VN Department reviews these applications, and, where necessary, they are sent to an external assessor to compare the applicant's qualification with the UK Veterinary Nursing Occupational Standards.**

Many of these applications are received from a small number of countries – especially Australia, South Africa and New Zealand – which have a similar veterinary nursing approach to ours. Historically, we have often regarded VNs from these countries as holding qualifications that are broadly 'equivalent' to our own UK VN awards.

Other applications are received from nationals of member states of the European Union who have the right to live and work here. Special rules apply to some of these applicants due to European Directives on professional registration, or the ACOVENE scheme, which seeks to harmonise VN assessment in some member states.

Early in 2013, we undertook a detailed review of some of the overseas qualifications that we had traditionally

regarded as equivalent to our own. It was concluded that while these qualifications tended to have a high level of theoretical content, they did not always have the same rigour in the area of practical training and assessment.

In order to address this gap, the VN Council determined that the Objective Structured Clinical Examination (OSCE) – the formal practical examination for UK student veterinary nurses – should be used as a 'pre-registration' examination for any overseas applicant who does not have the right to automatic registration.

Additional training or assessment, such as completion of the Nursing Progress Log or theory examinations, can also be added where an overseas qualification is deficient when compared to our own. This will enable us to ensure that all overseas veterinary nurses meet our Day One Standards before their names are added to the RCVS Register of Veterinary Nurses.

For more information, please contact Annah Bhebe on [a.bhebe@rcvs.org.uk](mailto:a.bhebe@rcvs.org.uk) or 020 7202 0715.

# Plain questioning at Salisbury

## Regional Question Time – book your place

**D**o you have any questions about veterinary nurse training and education? Then head over to Salisbury for our Regional Question Time, on 23 October.

The event will take place at the Milford Hall Hotel and all VNs, together with vets and other practice staff, are welcome to attend.

What happens on the night is up to the delegates, as the 'agenda' is formed by questions from the floor, and a panel comprising members of the VN and RCVS Councils will be at your disposal.

***“Watch out for another one of our popular ‘Virtual Question Time’ meetings, in webinar format.”***

It's a free event (and can count towards your CPD), starting with a buffet at 6.30pm, and finishing around 10pm. Contact Fiona Harcourt for more information, on [f.harcourt@rcvs.org.uk](mailto:f.harcourt@rcvs.org.uk) or 020 7202 0773.

If you don't live near Salisbury, the Question Time team will be heading to York on 23 January, and are also planning an event in North Wales in May. In addition, watch out for another one of our popular 'Virtual Question Time' meetings, in webinar format – see the website for more info.



If you are involved with the Practice Standards Scheme (PSS), you may also find our surgeries useful. These free 45-minute sessions with a PSS inspector take place from 1–5pm on 23 October, in the same venue as the Regional Question Time. Please contact Fiona, on the details above, to reserve your slot.

# Trialling time!

## Join us at Congress and trial some new tasks

**I**f you are heading to the British Veterinary Nursing Association Congress (11–13 October, Telford), we need your help!

On the Friday and Saturday of the event we will have a stand in the exhibition area where we will be testing

some new OSCE (practical examination) stations, and we would like your feedback on them.

These have primarily been developed for the pre-registration examinations but may also be used by RCVS Awards for students completing the RCVS Level 3 Diploma in Veterinary Nursing. Please come along and give us your feedback.

The team will also be on hand to answer any questions you may have about VN training and education. We hope to see you there!

### London calling

If you can't make it to Congress, we will also have a stand at the London Vet Show (Olympia, 21–22 November), where we will be happy to take your questions.

Don't forget to record all the CPD you complete at congresses on your Professional Development Record – it's free to use and helps keep all of your CPD notes, records and certificates in one place ([www.rcvs.org.uk/vnpdr](http://www.rcvs.org.uk/vnpdr)).



## Congratulations to summer OSCE students

### Excellent pass rate for July sitters

**T**he July OSCE pass rate was one of the highest ever, with 80% of students sitting for the first time achieving success; in total, nearly 400 students took their Level 3 Diploma OSCE examination.

Summer was also the last opportunity for students to sit the NVQ examination. A total of 12 students entered the exam, with nine passing.

Students who were not successful in this last NVQ examination will be able to continue on the student nursing pathway by registering for the Level 3 Diploma with Central Qualifications or City & Guilds, both of which are currently registering students for this qualification.



## The next station stop will be...



### New OSCE stations



**T**he examiners are currently writing a number of new OSCE stations, which will hopefully be added to the website during the autumn.

These are likely to be used from the March 2014 examinations onwards, and RCVS centres will be informed when they have been uploaded.

- Meanwhile if you would like to help us test some of the new tasks, visit the RCVS stand at the British Veterinary Nursing Association Congress (see page 10).

## Which task is for you?

### Reminder to check which OSCE stations are relevant

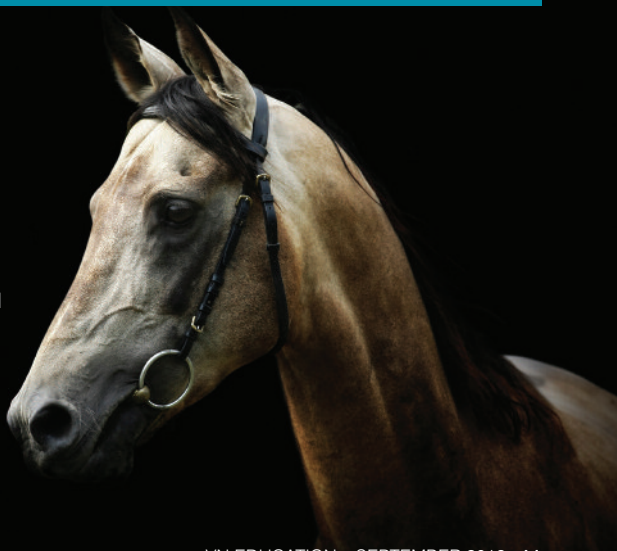
**S**tudents planning to sit their RCVS OSCE examinations are reminded to look at the published OSCE stations to ensure that they are aware which qualification each OSCE assesses.

Several OSCE stations have equine content but are suitable to test students on the small animal pathway. The same is true for students on the equine pathway, who may find that they are faced with a small animal patient in some stations.

Students who had previously completed the NVQ Level 2 are normally exempt from these OSCEs and should refer to stations which are labelled 'transitional'. Please contact your college if you are unsure which OSCE stations are relevant to you.

The OSCEs can be found at:

<http://awardingbody.rcvs.org.uk/examinations/practical-examinations/osce-stations>



**Practical examinations (OSCE)****Autumn 2013**

Results published	17 October
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**Winter 2013**

Closing date for entries	1 November
Exam weekend	29 November – 1 December
Results published	9 January 2014

**Spring 2014**

Closing date for entries	21 February
Exam weekend	21 – 23 March
Results published	24 April

**Summer 2014**

Closing date for entries	6 June
Exam weekend	4 – 6 July
Results published	7 August

**Autumn 2014**

Closing date for entries	15 August
Exam weekend	12 – 14 September
Results published	16 October

**Winter 2014**

Closing date for entries	31 October
Exam weekend	5 – 7 December
Results published	January 2015

**Theory examinations (e-assessment)****Winter 2013**

Closing date for entries	13 September
Appointment booking window	30 September – 25 October
Exam weeks	28 October – 10 November
Results published	12 December

**Spring 2014**

Closing date for entries	10 January
Appointment booking window	3 – 28 February
Exam week	3 – 8 March
Results published	10 April

**Summer 2014**

Closing date for entries	2 May
Appointment booking window	27 May – 20 June
Exam weeks	23 – 28 June
Results published	14 August

**Winter 2014**

Closing date for entries	12 September
Appointment booking window	29 September – 24 October
Exam week	27 October – 1 November
Results published	11 December

**Who does what...**

Julie Dugmore	<i>Head of Veterinary Nursing (from 1 October)</i>
Annette Amato	<i>Deputy Head of Department, Awarding Body Board Secretary, Secretary to VN Council</i>
TBC	<i>Quality assurance and EV liaison</i>
Vicky Hedges	<i>Examinations and higher education quality assurance</i>

Helen Bourne	<i>Centre approvals and monitoring, ACOVENE support</i>
Annah Bhebe	<i>Examinations, overseas registration applications</i>
Priya Mehta	<i>Student enrolments, initial RVN registrations</i>
Alison Rengert	<i>External Verifier</i>
Liz Troman	<i>External Verifier</i>

**NB** EVs are home-based and may be contacted direct or via the VN Department on the details below.

**CONTACTING US** | E [vetnursing@rcvs.org.uk](mailto:vetnursing@rcvs.org.uk) T 020 7202 0788 | F 020 7222 2004

Royal College of Veterinary Surgeons, Belgravia House, 62–64 Horseferry Road, London SW1P 2AF | [www.rcvs.org.uk](http://www.rcvs.org.uk)



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