

## Certificate in Advanced Veterinary Practice Bye-Laws

The Council of the Royal College of Veterinary Surgeons, in exercise of its powers under Article 21 of the Supplemental Charter, hereby makes the following Bye-Laws-

### Citation and commencement

1. These Bye-Laws may be cited as the Certificate in Advanced Veterinary Practice Bye-Laws 2012 and shall come into force on June 2012.

### Interpretation

2. (1) The Interpretation Act 1978 shall apply to these Bye-Laws as it applies to an Act of Parliament.
- (2) Words and expressions used in the Veterinary Surgeons Act 1966 (“the Act”) or the Supplemental Charter of the College granted on 19 October 1967 (“the Supplemental Charter”) shall, unless the context requires to the contrary, have the same meanings in these Bye-Laws.
- (3) In these Bye-Laws, unless the context requires to the contrary –
  - “accredited” means approved to assess one or more modules comprised in the Certificate Scheme;
  - “accreditation agreement” means a legally-enforceable agreement in writing entered into between the College and a university under which the university is and continues to be accredited;
  - “accredited university” means a university in respect of which there is an accreditation agreement in force;
  - “approval” means approval on behalf of the College by the Council, the Committee or any board or sub-committee of the Committee with delegated powers to issue such approval in accordance with the General Administration Bye-Laws;
  - “assessment” means assessment by an accredited university of the performance of a candidate in a module provided by that accredited university;
  - “candidate” means a person seeking to enter or undertaking the Certificate Programme;
  - “Certificate” means the Certificate of Advanced Veterinary Practice;
  - “Certificate Programme” means the process of obtaining credits in modules assessed by accredited universities;
  - “Certificate Scheme” means the scheme for the accumulation of credits for modules to qualify for the award of the Certificate,;
  - “Committee” means the Education Policy and Specialisation Committee of the Council;

“credit” means recognition of the satisfactory completion of a module by an assessment process;

“designated species or subject area” means a species or area of veterinary practice designated by the Committee as a species or area of veterinary practice in relation to which a candidate may specialise in completing the Certificate Programme ;

“enrolment” means notification to the College of a candidate’s wish to participate in the Certificate Programme;

“enrolment form” means the form prescribed for the purpose of enrolment;

“module” means an element of the Certificate Programme, designated by reference to a particular area of veterinary practice, veterinary medicine or veterinary surgery;

“part-time equivalent” means the part-time equivalent of the relevant period of full-time practice calculated in accordance with rules made by the Committee;

“prescribed” means prescribed by the Committee;

“Registrar” means the Registrar of the College appointed in accordance with Section 9 of the Act;

“synoptic assessment” means an overall assessment by the College, or in such other manner as the College shall approve, of the performance in the relevant modules of a candidate wishing to be awarded a Certificate in a designated species or subject area; and

“university” means a university in the United Kingdom recognised as such by the relevant Government Department.

- (4) Any reference in these Bye-Laws to a numbered Bye-Law or Schedule shall be to the relevant Bye-Law or Schedule in these Bye-Laws and any reference within a particular Bye-Law to a paragraph, or within a particular paragraph to a sub-paragraph, shall be to the relevant paragraph or sub-paragraph in that Bye-Law or paragraph.

### **Award of Certificate**

3. The Certificate shall be awarded by the College under the powers in Article 21 of the Supplemental Charter to a candidate who has satisfied the requirements of these Bye-Laws

### **Objective of the Certificate**

4. (1) The objective of the Certificate shall be –
- (a) to provide a modular route to a recognised level of attainment for practising veterinary surgeons, indicating a level of competence and ability to deliver a consistently high standard of practice to their clients; and
  - (b) to provide a structure for continuing professional development and lifelong learning.
- (2) The arrangements for the award of the Certificate and the interpretation of these Bye-Laws shall be such as to further and be consistent with the objective set out in paragraph (1).

## Standard of the Certificate

5. The standard of attainment for the award of the Certificate shall be equivalent to the “M” level set by the QAA in the national qualifications framework, in accordance with the level description set out in Schedule 2.

## Accreditation

6. The College may enter into an accreditation agreement with a university, whether or not the university offers a veterinary degree which is recognised under the Act for the purposes of registration.

## Enrolment for the Certificate Programme

7. (1) A candidate shall be eligible to enrol for the Certificate Programme if he –
  - (a) is registered under the Act or holds a qualification which would entitle him to be so registered;
  - (b) has completed the Professional Development Phase of post-graduate training, or has been practising as a veterinary surgeon for at least one year or its part-time equivalent; and
  - (c) has paid such enrolment fee as may be prescribed.
- (2) A candidate shall enrol for the Certificate Programme by completing and submitting to the Registrar an enrolment form.
- (3) The information to be supplied by a candidate for the purpose of enrolment shall comprise –
  - (a) the name, address, index number and telephone number of the candidate, together with his e-mail address, if applicable;
  - (b) the title and date of conferment of the veterinary qualification which would entitle him to be so registered, if the candidate is not registered under the Act;
  - (c) an indication whether the candidate is enrolling to complete the Certificate Programme as a whole or is intending to complete one or more individual modules only; and
  - (d) such other information as may be prescribed.
- (4) The Registrar shall acknowledge the enrolment form submitted by each candidate and if satisfied as to the eligibility of the candidate shall confirm that the candidate is enrolled for the Certificate Programme.
- (5) A candidate shall notify the Registrar of any additional modules he is undertaking, or proposes to undertake, and of any modules which he is no longer undertaking.
- (6) Enrolment of a candidate shall lapse after ten years have expired from the date on which the Registrar confirms enrolment in accordance with (3).
- (7) The Registrar may make arrangements for enrolment to be carried out electronically and if such arrangements have been made the provisions of this Bye-Law shall be interpreted accordingly.

### **Candidates enrolled for other College certificates**

8. A candidate enrolled for a certificate examination under the Certificate and Diploma Subject Bye-Laws may register for the Certificate Programme and may be given such credit for his experience or courses attended in accordance with those Bye-Laws as the Committee shall think fit.

### **Completion of modules**

9. A candidate shall complete a module and be entitled to the award of a credit for that module if he receives a satisfactory assessment from an accredited university providing that module.

### **Award of credits**

10. A candidate who completes a module shall be entitled to receive a certificate of credit issued by the accredited university which carried out the assessment.

### **Entitlement to award of the Certificate**

11. (1) A candidate shall be eligible to be awarded the Certificate if he –
  - (a) is registered under the Act or holds a qualification which would entitle him to be so registered;
  - (b) has practised as a veterinary surgeon for a total of not less than three years, or its part-time equivalent;
  - (c) is currently enrolled for the Certificate Programme;
  - (d) has completed the Certificate Programme by being satisfactorily assessed in such number and combination of modules as are specified in the Certificate Scheme set out in Schedule 1;
  - (e) has, if applying for the Certificate in a designated species or subject area and if required by the Committee to do so, satisfactorily undergone a synoptic assessment; and
  - (f) has paid such fee for the award of the Certificate as may be prescribed.
- (2) An eligible candidate wishing to be awarded the Certificate shall apply to the Registrar accordingly, and shall supply such documentary evidence of his eligibility, including production of certificates of credit, as the Registrar shall require.
- (3) The Committee may require such further information as it shall specify to be supplied by a candidate for the purpose of verifying eligibility for the award of the Certificate, for record-keeping or quality assurance purposes, or such other reason as it shall think fit.

### **Default and waiver powers**

12. (1) The Committee may in exceptional circumstances and notwithstanding the foregoing provisions of these Bye-Laws make arrangements for assessment of a candidate undertaking a particular module to be carried out directly by the College.

- (2) The Committee may waive the provisions of these Bye-Laws in any individual case where it considers it reasonably necessary to do so in order to avoid serious hardship or injustice to any candidate.

**Form of Certificate**

- 13. The Certificate when awarded shall be signed by the President and Registrar and be substantially in the following form –

“THIS IS TO CERTIFY THAT.....has fulfilled the necessary requirements and has been awarded the Certificate in Advanced Veterinary Practice, having completed the following subject modules –

[Titles of modules completed by the candidate to be stated]”

**Use of post-nominal letters**

- 14. (1) A candidate who has been awarded the Certificate may use the post-nominal letters “CertAVP”.
- (2) A candidate who has been awarded the Certificate in a designated subject or species area may use the post-nominal letters “CertAVP” with the addition in parentheses of such letters representing the appropriate subject or species area as the Committee shall decide.

PURSUANT to a resolution passed at the meeting of the Council of the Royal College of Veterinary Surgeons on the 7<sup>th</sup> day of June 2012, the Common Seal of the said Royal College was hereunto affixed on 27<sup>th</sup> June 2012 in the presence of –

President .....

.....

Members of Council

.....

## Certificate Scheme

1. A candidate shall be eligible to be awarded the Certificate if he has –
  - (1) obtained 60 or more credits in a combination of modules in accordance with the following requirements of this Schedule; or
  - (2) has satisfied such modified requirements as may be prescribed.
2. Where modified requirements have been prescribed for eligibility to be awarded the Certificate, this Schedule shall be regarded as amended accordingly.
3. The Certificate Programme shall consist of the following specific modules, which shall normally attract the number of credits shown in parentheses –
  - (1) Foundations of Advanced Veterinary Practice (10 Credits)
  - (2) Small Animal Practice (10 credits)
  - (3) Production Animal Practice (10 credits)
  - (4) Equine Practice (10 credits)
  - (5) Laboratory Animal Science (10 credits)
  - (6) Veterinary Public Health (10 credits)
  - (7) Zoological Medicine (10 credits)
4. Additional modules, designated by reference to broad areas of veterinary practice or specialist branches of veterinary medicine and surgery and which shall each normally carry 10 credits, may be assessed by accredited universities, subject to the prior approval of the College.
5. Subject to paragraph 6, in order to complete the Certificate Programme, a candidate shall
  - (1) Foundations of Advanced Veterinary Practice
  - (2) at least one module drawn from those listed in paragraphs 3(2) – 3(8), together with any other additional modules assessed in accordance with paragraph 4.
6. A candidate for the Certificate in a designated species or subject area shall complete –
  - (1) Foundations of Advanced Veterinary Practice
  - (2) such other modules as may be prescribed.

## Level description for “M” level qualifications in the National Qualifications Framework as applied to the Certificate

1. Candidates will need to demonstrate –
  - (1) A thorough understanding of the knowledge base, and a critical awareness of developments, at the forefront of their area of professional practice.
  - (2) A comprehensive understanding of techniques applicable to their own area of practice.
  - (3) Originality in the application of knowledge, together with a practical understanding of how established techniques of research and clinical enquiry are used to create and interpret knowledge in their professional area.
  - (4) Conceptual understanding that enables them to –
    - (a) evaluate critically current literature and research in their professional area; and
    - (b) evaluate clinical methodologies and techniques, develop critiques of them and, where appropriate, propose new approaches to professional practice.
2. Typically, holders of the Certificate will be able to –
  - (1) Deal with complex issues in an organised and creative manner, make sound judgments in the absence of complete data and communicate their conclusions clearly to veterinary colleagues and to non-veterinary audiences, including clients.
  - (2) Demonstrate self-direction and originality in tackling and solving problems and act autonomously in planning and implementing tasks in their professional area of work.
  - (3) Continue to advance their knowledge and understanding and develop new skills to a high level.
3. Holders of the Certificate will have the qualities and transferable skills necessary for professional veterinary work requiring –
  - (1) The exercise of initiative and professional responsibility.
  - (2) Decision-making in complex and unpredictable situations.
  - (3) The independent learning ability required for continuing professional development.