



**The European College of  
VETERINARY PUBLIC HEALTH**

**Information Brochure**

(April 2009)

[www.ecvph.org](http://www.ecvph.org)

This information brochure has the status of a bylaw and was finally approved at the Council Meeting of 7<sup>th</sup> of October 2009

## Chapter 1.

### Introduction

The European College of Veterinary Public Health (ECVPH), herein later referred to as “the College”, has been established according to the general scheme for veterinary specialisation in Europe, encouraged by the Advisory Committee for Veterinary Training (ACVT).

The integrated approach is initiated by a joint action of representatives from the different subspecialties of veterinary public health in Europe, viz. population medicine and food science, in consideration of a growing demand for veterinary specialists in national veterinary services (private or governmental) and in (industrial) research institutes, in pre- and post-harvest monitoring and surveillance regarding food of animal origin, and food safety assurance throughout the production chain. This integrated approach is intended to contribute to and facilitate the formation of multidisciplinary teams of specialists in the fields of concern.

ECVPH aims at the improvement and promotion of

- The quality of animal health care and welfare by making available specialized knowledge and skills in the subspecialties of population medicine and food science to the benefit of the animals.
- The quality of veterinary practice through contacts of general practitioners with registered specialists.
- The structure of animal health care through enhancing the application of formal risk assessment procedures, quantitative problem analysis methods, systems of monitoring and surveillance at population level, food safety and process quality management systems.
- The structure of population medicine, risk management and risk communication by improving the knowledge and perception of veterinarians, livestock owners, food processing industries and the general public.
- Consumer protection with regard to prevention and control of foodborne hazards and to food hygiene procedures.
- The further development of veterinary public health and its subspecialties, population medicine and food science.
- The integrated, multidisciplinary approach towards analysis, control and prevention of hazards related to human and animal health.

The primary objectives of ECVPH shall therefore be to advance veterinary public health and its subspecialties, population medicine and food science in Europe and to increase the competence of those who are active in these fields by

- establishing guidelines for post-graduate education and training prerequisites to become a specialist in Population Medicine or Food Science;
- examining and authenticating veterinarians as specialists in order to serve the livestock population (at both herd, region and national level), the livestock owners and the general public.
- encouraging research and other contributions, and promoting the communication and dissemination of knowledge.
- improving the quality of the service (both at national and international level) to the public.

The specialist in Population Medicine or Food Science will function in an academic setting, a referral practice, industry, or in private or governmental institutions.

The organisational structure of the European College of Veterinary Public Health is detailed in the Constitution and Bylaws of the College.

## Communication

All communication with the College should be made through the Documenting Secretary using the English language.

### Chapter 2.

#### The Resident Training Programme

Section I. **Definition:** the ECVPH Resident Training Programme is a programme allowing a graduate veterinarian (“Resident”) to acquire common knowledge of and training in the concepts and principles of Veterinary Public Health and its two subspecialties, an in-depth knowledge of either of the two subspecialties, viz. population medicine or food science and their supporting disciplines, as well as the execution of a research project, all under the guidance and supervision of Diplomates of the European College.

Section II. **Objectives** of the training programme are:

1. To promote theoretical knowledge, applied practical skills and ethical attitude in the practice of Veterinary Public Health, and specifically in one or other of its subspecialties, namely population medicine or food science.
2. To instruct the Resident in the science and practice of Veterinary Public Health, and specifically in one of its subspecialties and their supporting disciplines.
3. To provide the Resident with the opportunity to pursue career goals in teaching, research, clinical, practical or public service.
4. To identify the resident, on formal admission as a diplomate, as a specialist in one of two areas, viz. population medicine or food science.

These main objectives are further detailed in the following subparagraphs (1) to (6).

#### 1. Knowledge and skills concerning professional contacts and transfer of knowledge

The specialist in one of the two subspecialties, population medicine or food science (to be referred to as “the specialist”), should be able to:

- express thoughts clearly, in both oral and written form;
- approach problems in an analytical, scientific way to find solutions and be able to assign priorities for these;
- organise work efficiently and effectively;
- find required information quickly;
- develop scientific activities in order to contribute to the development of veterinary public health and its subspecialties.

#### 2. Knowledge and skills

The specialist shall:

- be acquainted with the main current concepts and theories, principles and methods, and problems of the specialty;

- maintain up-to-date knowledge through congresses, other scientific meetings and literature;
- be acquainted with the structure, objectives, approaches and problems of the veterinary profession, and specifically those related to the specialty;
- be acquainted with the social role of the specialist and specifically the responsibilities with regard to animal populations, the livestock sector, livestock owners, clients, colleagues, consumers, animal welfare and the environment;
- conform to modern standards of skills and equipment.

### 3. Knowledge and skills indirectly related to the specialty and/or facilities

The specialist shall:

- keep abreast of new developments in and outside the specialty;
- understand the limitations of his/her own specialty;
- understand the possibilities that other specialties may have to offer;
- be familiar with the potential of multidisciplinary cooperation.

### 4. Knowledge and skills concerned with working as a professional specialist

By his/her expertise, the specialist should have developed the self-confidence, self-criticism and sense of responsibility that are essential for the practice of the specialty. This includes a high moral and ethical standard with regard to his/her contribution to the protection of human and animal health and welfare, as well as the environment.

### 5. Knowledge and skills concerned with the general practice of the specialty

The specialist shall be able to:

- recognise and work-up problems as they occur in animal and human populations and as related to the specialty;
- perform procedures according to the principles of good veterinary practice;
- cooperate with specialists and colleagues in other related disciplines, to the benefit of human and animal health and welfare;
- contribute to the development and application of concepts and methods in population medicine, veterinary public health and food science.

### 6. Knowledge and skills with regard to new developments in Veterinary Public Health

The specialist shall be able to:

- recognise and work-up problems in the context of population medicine, or food science;
- recognise new developments in the specialty;
- contribute to the provision of both analytical, methodological and systems' design concepts as related to the specialty;
- be aware of current regulatory developments with regard to veterinary public health, consumer protection, and/or animal health and welfare;
- contribute to national and international records and databases providing knowledge about outbreaks of animal diseases, or foodborne illnesses, including data on monitoring, analysis, synthesis and management of those problems as well as surveillance and prevention;
- judge the ethical issues related to consumer protection activities as well as ethical and welfare considerations as related to population medicine;

- be able to design outbreak investigations and evaluate disease outbreak reports, as related to animal population diseases, or public health disorders and foodborne illnesses in humans.

### Section III. The Curriculum

The Residency Training Programme shall consist of a period of at least three (3) years (but not more than seven (7) years) of supervised training, postgraduate education and practical experience in the science of Veterinary Public Health and including in-depth experience in one of its subspecialties under the supervision of at least one (1) Diplomate who participates actively in that Training Programme.

The Training Programme consists of five parts: a common core of compulsory elements; the chosen subspecialty with compulsory elements, the advanced subjects, the additional electives, and the compulsory research project (Table 1). Each part comprises different modules (see below).

Relevant courses that have been taken before the start of the residency program can be taken into account for the fulfilment of the required curriculum elements. This information needs to be clearly outlined in the residency training program and is subject to approval of the College. Courses followed before the start of the residency program do not result in a reduction of the residency program because residents must have a three-year period of supervised professional practical training. In principle only courses which were NOT taken as part of an undergraduate veterinary education and which were taken within the last five (5) years before the application date will be accountable.

On request, PhD studies in veterinary medicine and in areas of PM or FS can be accounted for reducing the length of the compulsory training up to one year upon approval by the College.

Table 1: Outline of Residency Training Programme

Food Science Subspecialty 45 ECTS 25% of time PART IIB	Core curriculum 45 ECTS 25% of time PART I	Population Medicine Subspecialty 45 ECTS 25% of time PART IIA
Advanced subjects (2) 36 ECTS 20% (Food Science) PART IIIB	Advanced subjects (2) 36 ECTS 20% (Population Medicine) PART IIIA	
Research project 36 ECTS 20% PART IV		

Electives  
18 ECTS  
10%  
PART V

One whole programme will comprise 180 European Credit Transfer System credit points:  
(45 Core Curriculum + 45 Population Medicine or Food Science + 36 Advanced Subjects in  
Population Medicine or Food Science + 36 Research Project + 18 Electives)

Sixty (60) ECTS comprise one year of full – time study.

Part I. The common core of compulsory, introductory training elements concerning Veterinary Public Health consists of the following components

Core (Compulsory)  
25% time (c. 32 weeks), 45 ECTS points

CLUSTER		Time (week)	ECTS Points
A (10 weeks, 15 ECTS)	<u>Systems, products, hazards and controls</u>		
	<ul style="list-style-type: none"> <li>• Introductory aetiology, epidemiology, diagnostics and control of infectious and non-infectious diseases of livestock populations, either monofactorial or multifactorial in nature (specifically including zoonoses, originating from livestock populations and those infections which can be raw animal product and/or food-borne). AND</li> <li>• Optimisation of animal welfare during production, transport and slaughter. AND</li> <li>• Principles and concepts of population medicine, with emphasis on (quantitative) veterinary epidemiology. AND</li> <li>• Principles and concepts of food science AND</li> <li>• Principles and operation of food safety and food quality management.</li> </ul>	3  1 2 2 2	4  2 3 3 3
B (12 weeks, 18 ECTS)	<u>Information and data Management</u>		
	<ul style="list-style-type: none"> <li>• Biostatistics as they relate to the discipline (VPH) and disease and control problems encountered. AND</li> <li>• Familiarity with information and communication technology as related to veterinary public health. AND</li> </ul>	6 2	9 3

- Data handling and management for veterinary public health. AND 2 3
- Scientific writing and presentation of results from investigation. 2 3

C  
(10 weeks,  
12 ECTS)

Principles and concepts of veterinary public health

- Veterinary and scientific ethics, professionalism in veterinary public health. AND 1 1
- General concepts and principles of veterinary public health. 3 3
- Principles and concepts of human and animal health economics. AND 2 2
- Principles, concepts and methods of risk assessment. AND 2 3
- Awareness of EU and international legislation in relation to veterinary public health. AND 2 3

Part II. The Resident shall select one of the following subspecialties, viz., (A) Population Medicine and (B) Food Science, each of which contains compulsory training elements. The training elements of each of the two subspecialties, viz. population medicine and food science will include the following components:

Subspecialty Population Medicine (Compulsory)  
25% time (c.32 weeks), 45 ECTS points

CLUSTER		Time (weeks)	ECTS points
A (15 weeks, 21 ECTS)	<u>Quantitative veterinary epidemiology and risk analysis</u>		
	• Principles and procedures for (field) trial design and study design, conduct and interpretations (including data collection, data processing, interpretation and management). AND	2	3
	• Concepts, principles and applications of quantitative veterinary epidemiology (with special emphasis on diagnostic test evaluation, sampling procedures, observational analytical studies, questionnaire-based surveys, disease modelling). AND	8	11
	• Procedures and applications of qualitative and quantitative risk analysis (risk assessment, risk management and risk communication) of animal diseases and residues or contaminants at farm level. AND	3	4
	• The population dynamics of infections and intoxications, including disease modelling.	2	3

B  
(8 weeks,  
12 ECTS)

Risk management

- Concepts, principles and applications of disease control programmes as well as of good hygiene practices, sanitation and disinfection procedures. AND 2 3
- Intervention studies and decision support modelling. AND 1 2
- Application of animal health economics (e.g. disease loss estimations, cost-benefit calculations), decision support modelling, decision tree analysis. AND 3 4
- Issues related to epidemiology for policy makers, EU and national legislation regarding animal health and welfare, as well as public health and food safety. 2 3

C  
(9 weeks,  
12 ECTS)

Monitoring, surveillance and quality management

- Further aetiology, epidemiology, diagnostics and control of infectious and non-infectious diseases of livestock populations, either monofactorial or multifactorial in nature (specifically including zoonoses, originating from livestock populations and those infections which can be raw animal product and/or food-borne); AND 4 5
- Hazard identification - the recognition and workings of disease problems as they occur in livestock populations as related to the discipline; outbreak investigation.
- Design, implementation and evaluation of monitoring and surveillance systems regarding animal diseases (including zoonoses and food-borne diseases); AND 4 5
- Principles and applications of tracking and trading of animal diseases (including zoonoses and food-borne diseases). AND
- Concepts, principles and applications of pre-harvest quality management programmes (including good manufacturing practice codes, HACCP, total quality management, ISO). 1 2

Subspeciality Food Science (Compulsory)

25% time (c.32 weeks), 45 ECTS points

CLUSTER		Time (weeks)	ECTS points
A (9 weeks, 12 ECTS)	<u>Food hygiene &amp; foodborne hazards</u>		
	• The aetiology, epidemiology and control of foodborne diseases (bacteria, parasites, viruses, prions)	4	5
	• Examination, diagnostics and monitoring of microbial contamination of food including microbial ecology of foodborne pathogens and spoilage micro-organisms.	2	3
	• VPH-aspects of residues of veterinary drugs, including antimicrobial resistance issues, pesticides, contaminants, mycotoxins and radionuclides.	3	4
B (10 weeks, 15 ECTS)	<u>Food control &amp; surveillance, incl. Risk analysis</u>		
	• Management of hygiene and sanitation procedures in the food chain (i.e. personal hygiene, cleaning/disinfection of rooms, equipment etc.).	2	3
	• Principles of qualitative and quantitative risk analysis (especially risk assessment and risk management) including predictive modelling.	2	3
	• Sound knowledge of EU and national legislation regarding consumer protection and animal welfare and their implications on the industry.	2	3
	• Meat inspection, especially alternative ante-mortem and post-mortem diagnostics of conditions of public health relevance.	2	3
	• Outbreak investigation and molecular epidemiology.	2	3
C (10 weeks, 14 ECTS)	<u>Food production &amp; processing hygiene, incl. technology</u>		
	• Quality and safety control and quality and safety assurance systems in the food chain (pre-harvest, post-harvest based on GMP, HACCP, TQM) including auditing.	3	4
	• Post-mortem muscle biochemistry and factors affecting meat quality characteristics.	1	2
	• Hygiene and technology of the food production	4	5
• Preservation techniques (e.g. packaging, modified atmosphere, curing, fermentation, heat treatment, irradiation, antimicrobial treatment)	2	3	

D Environmental and primary / pre-harvest hygiene

(3 weeks,  
5 ECTS)

- |   |   |   |
|---|---|---|
| • Impact of animal health, farming and feeding on food safety.        | 1 | 2 |
| • Environmental hygiene including water hygiene and waste management. | 2 | 3 |

Part III. In agreement with the Programme Director and Residency Advisor(s), the resident will pursue two modules (components of the subspecialty) to advanced level devoting approximately 20% of the total time (36 ECTS) to the task.

Part IV. The conduct of a research on a population medicine or food science related subject in a research institute, a service institute or an industry active in the field of Veterinary Public Health, for a period not less than equivalent to 36 ECTS.

Part V. Electives will be conducted in the final phases of the training and will comprise 10% of total time. It is envisaged that the Resident will undertake several electives from the other subspecialty in addition to the chosen subspecialty.

**Section IV.** An **alternative training programme**, of at least four (4) years, is possible, provided the amount of the applicant's time spent in the selected subspecialty is at least 60%, excluding the common training period, subject to the discretion of the Credentials Committee. The structure of such an alternative training programme will be modular, in order to create as much flexibility as possible and to facilitate rotation. Alternative programmes must be conducted under the supervision of a Diplomate and one of the four (4) years must be spent under full-time supervision of a recognised specialist in veterinary public health (Diplomate) or in a programme that trains veterinary public health specialists as one of its primary functions; alternative training programmes need to be approved in advance.

**Section V.** **Participation of Diplomates** of the European College of Veterinary Public Health in the Residency Programme is subject to the following conditions:

1. There must be a Director of the Residency Programme ("Programme Director"). The Programme Director shall be responsible for the administration and continuity of the Programme although the Resident does not necessarily need to be a full-time employee in the Institution of the Programme Director. The Programme Director must be a Diplomate.
2. There must be a Resident Advisor. The Resident Advisor shall be responsible for the administration and evaluation of the general and specific programme requirements for the Resident. Each Resident must be assigned a Resident Advisor by the Programme Director within the first calendar quarter of their Programme. The Resident Advisor must be a Diplomate.
3. The Programme Director and Resident Advisor may be the same individual.
4. Each Programme must be supervised by at least one (1) Diplomate.
5. A Diplomate may train up to three (3) Residents concurrently as Resident Advisor.

6. There must be evaluation of the Resident: Residents must meet with their Resident Advisor at least two times yearly, for evaluation of performance and a progress report.
7. Application for certification as a Diplomate: following completion of the Programme, the Resident may submit an application to the Credentials Committee to determine eligibility for certification as a Diplomate by examination (see following chapter).

## Section VI. **Approval**, Documentation and verification of the Residency Programme:

The full Residency Training Programme will be tailor-made for each candidate. The composition of each Residency Training Programme requires the final approval of the Programme Director and the College. A modular build-up and a high degree of flexibility, e.g., coupled to a rotation schedule, will facilitate the enrolment of professionals in the Training Programme.

The Residency Advisor will identify national and international continuing education programmes, meetings, seminars and courses in the area of Veterinary Public Health which are considered to be additional learning sources. The ECVPH blogspace (see link on ECVPH website) may be used as a platform to exchange information about residency courses and course modules.

The advisor will identify available facilities. Among the facilities, locations and services identified in support of the Residency Training Programme the following are examples:

- access to animal and other experimentation units;
- research libraries containing current textbooks and scientific journals relating to veterinary public health, population medicine, food science and related disciplines;
- access to Internet as well as its use and application;
- laboratories related to the respective training elements listed above (e.g. microbiological, molecular biology, toxicology);
- computer handling and automated literature search systems;
- access to appropriate industries (e.g. primary animal production units, harvesting/slaughter/cutting/processing facilities);
- access to appropriate governmental institutions.

Selection of the facilities and locations to be availed of will be made on the basis of the specific requirements of each individual Training Programme.

The Programme Director, Resident Advisor, Resident and the European College have responsibilities for documentation and verification of satisfactory training of each Resident.

- a. The Programme Director is responsible for the following:
  1. Consider the College network to contribute to training elements.
  2. Verification of pre-residency training, and presence of suitable facilities, equipment, and supplies evidence of same within 30 days of the programme's initiation.
  2. Distribution of the documentation and verification forms to each Resident annually.
- b. The Resident Advisor is responsible for:
  1. To have at least semi-annual face-to-face meetings with the Resident to confirm that the training goals were met and to discuss remedial actions in case of

problems. This applies to both programme elements taken in form of courses or self-study.

2. A sound balance between formal training elements, self-study and hands-on working experience in cooperation with a professional team to ensure that the Resident has opportunity to reflect the acquired knowledge.
  2. Verification of the Resident Activity Log Book.
  3. Stimulation and facilitation of interdisciplinary contacts and cooperation.
  4. Annual submission of a progress report to the ECVPH. The report should include areas where progress was not met and propose remedies. Major changes to the initial programme should be reported.
- c. The Resident is responsible for:
1. Maintenance of the Resident Activity Log Book (indicating his/her training steps, results achieved, services provided).
  2. Maintenance of the Resident Dossier (comprising the Activity Logbook along with lists of presentations, publications, seminars given/attended, congresses attended, documentation on external training).
  3. Providing an annually updated professional curriculum vitae to the Resident Advisor and Programme Director, which should be included as part of the annual progress report submitted by the Residency Advisor..
- d. The European College, ECVPH, is responsible for the assessment and acceptance of Resident Training Programmes (Education Committee), the evaluation of each Resident's progress (Education Committee) and communication of deficiencies. The feedback report is addressed to the Resident and Resident Advisor and the Programme director in copy.

#### Admission and Application Procedure for Enrolment of Residents in the ECVPH

The College normally considers the submission of full Residency Programmes at one of the two deadlines described below.

The following electronic documents need to be submitted:

- CV of the Resident
- Proposed Programme description (all course titles available or translated in English)
- Name(s) of Programme Director and Resident Advisor(s)
- proof of payment of enrolment fee

The Programme Director, Resident Advisor and Resident may announce the start of a training programme by submitting a provisional programme for the start-up phase (i.e., the time between the starting date of the provisional programme, which may be also the requested starting date of the Residency Programme, and the submission of the full Residency programme at the subsequent deadline) to the College. Attached to this letter will be an activity plan for the start-up phase and a proof of payment of the enrolment fee.

The Programme Director, Resident Advisor and Resident is then required to submit the full Residency Programme description to the next coming deadline (see below).

The College will expect to receive an activity log for Resident for the period described above along with the full programme submission and reserves the right not to approve in part or full the activities during the period and the corresponding time budget, which may result in an adjusted starting date of the Residency Programme.

Full Residency Programmes can be submitted twice per year to the Documenting Secretary of the ECVPH by the 1st of December or the 1st of June. The College will inform the Applicants about acceptance/rejection of the programme within 3 months. The College reserves the right to require amendment and re-submission of Residency Programmes. After acceptance of the Programme, Residents are formally enrolled. The starting date of the Residency Programme is the submission deadline date of the Full Residency Programme. If a provisional programme has been submitted and the activity log has been approved by College, the starting date will be the starting date of the approved provisional programme.

The College will not formally accredit any particular course. The responsibility of selection and quality assurance resides with the Director and Advisor. Where an approved Training Programme contains courses offered by institutions or organizations, the College allows the use of the following statement: "Acknowledged by the ECVPH as contributing in part towards the ECVPH Training Programme." Announcements and descriptions of courses on the College's website or blog space may be consulted but are not endorsed by the College.

Applications for Generic Residency Programmes (GRP) can be made with the intention of maintaining the programme for future residents. Such programmes will contribute importantly to the training portfolio of the College and are therefore encouraged by the College. GRPs will usually require close collaboration between Diplomates from more than one institution in the form of a consortium. The advantage for the applicant will be a simplified application procedure for individual residents. The evaluation of a GRP will first of all focus on whether all Curriculum items for the respective subspeciality, as described in this document, are covered. For this assessment, the same criteria apply as for Individual Residency Programmes (IRP). In both cases, approval by the College may not to be interpreted as liability of the College for the actual content or quality of the residency programme. The College follows the principle of output oriented quality control by examination of the Residents.

The main difference between assessment of IRPs and GRPs is that the latter involves a two-step procedure: a) the assessment of the GRP as such and then b) an assessment of individual credentials for each enrolled candidate. Step b) also includes the proposed individual research topic as Part IV of the curriculum and descriptions of any deviations of the IRP from the approved GRP curriculum. Sufficient time needs to be allocated for producing two papers in peer review journals. Steps a) and b) can also be combined for the first candidates enrolled in the GRP. In this case, the intention of establishing a GRP should be clearly indicated in the application.

GRPs should be sustainable, but no firm rules exist on how to substantiate such claims. The application for GRP approval should contain a letter of intent from all parties/institutions contributing to the Programme about their commitment to the future sustainability of the Programme.

Annual reports of the residency training and research activities shall be sent to the Documenting Secretary every year by the 1st of December or the 1<sup>st</sup> of June.. The annual progress report has to be prepared by the Resident and approved judged and approved by the Residency Advisor. The report should detail the activities performed in the past 12 months. It should also include areas where progress was not met and the proposed remedies. Major changes to the initial programme should be highlighted. A template of an annual report that can be used can be found at the College's website. All course titles must be given in English. The annual reports will be evaluated by the College which may indicate shortcomings and suggest changes within a 3 months time. It is the responsibility of the Resident and the Resident Supervisor to take remedial action if possible shortcomings are identified.

The pathway of application for a Residency Programme and for the exam is shown in Fig. 1.

### **Chapter 3.**

#### **Admission and Application Procedure for the Qualifying Examination**

##### Requirements for admission to sit examination

The applicant should at the date of the examination:

- (1) be qualified to practice veterinary medicine in a European country,
- (2) have a satisfactory moral and ethical standing in the profession;
- (3) have successfully completed the standard or alternative residency training program.
- (4) have made a scientific contribution to either population medicine or food science, as evidenced by publications and demonstrated by a high standard of proficiency in the chosen subspecialty.

In keeping with the constitutional objectives of the ECVPH, each applicant must contribute to the literature. The minimum requirement is:

- two (2), papers as a first author published (or accepted in press) in internationally refereed scientific journals. To be considered as and internationally recognised publication, the publication has to be published in a scientific journal included in the ISI list (<http://www.isinet.com>); and
- three (3), additional publications or other scientific contributions or equivalents (e.g., technical reports, reports to governments) as first or co-author, which demonstrate the applicant's experience in more than one selected topic of the subspecialty.

Responsibility for evaluating the quality of the publications rests with the College.

##### Application procedure

All documents required for the application procedure must be submitted by the candidate to the Documenting Secretariat with deadline 1<sup>st</sup> of December or 1<sup>st</sup> of June and have to be in an electronic format. Late or incomplete applications will be processed or reviewed for examination in the following round. Candidates to the exams can submit their application for the qualifying exam during the 3rd year of their residency trainings program. The exams, however, can only be done after the completion of the full residency program.

All candidates must submit the standard application form of the College together with other required documents and credentials evaluation fee. The College will verify the successful completion of a standard residency or alternate training programme.

The responsibility for accuracy and availability of all required credentials rests with the applicant.

The following materials must be submitted:

1. Complete Application Form (electronic file) – available from the Secretary.
2. Curriculum Vitae (electronic file)
3. There must be a reference letter(s) (electronic documents) from the Director and Advisor(s) at each institution involved in the Training Programme. All letters must be from persons familiar with the candidate's post-graduate training programme and mailed to the College's Documenting Secretary. Requests by the applicant for reference letters should be made early as to assure arrival to the Secretary on or before the application date (i.e. January 1). It is the applicant's responsibility to ensure that all letters are sent on time. The College shall treat all personal information with due

discretion and confidentiality. After approval of the candidate to sit the examination, the reference letter(s) will be destroyed.

Reference letters must document the following:

- a. Verification of the Training Programme and level of supervision.
  - b. The applicant's proficiency, judgement and competence as a specialist and academic readiness to sit the examination.
  - c. The commitment of the applicant to the constitutional objectives of the ECVPH.
  - d. The moral and ethical standing of the applicant within the veterinary profession.
4. Documentation Forms (electronic files): The following completed and verified forms must accompany the application:
- a. Activity Log Book
  - b. Presentation List
  - c. Reprints of publications being published or accepted for publication. Letters of acceptance and copies of accepted manuscripts are required.

The forms from these three categories together represent the Resident's Dossier.

5. Credentials evaluation fee:
- a. The application will not be evaluated or processed without the credentials evaluation fee being paid in full.
  - b. The credentials evaluation fee is not refundable.
  - c. If any portion of the application has to be resubmitted, the entire fee will be required.

The application materials must be submitted as electronic files.

If the credentials are accepted by the College, the applicant will be notified by the Secretary within three months after submission deadlines. The Secretary will notify successful applicants of the dates and procedure of examination, including payment of examination fee.

Unsuccessful applicants will be notified at the same time by a letter from the Secretary explaining the deficiencies in credentials. A subsequent reapplication must include resubmission of those credentials found deficient and a new application form (electronic file), and updated curriculum vitae (electronic file), pertinent correspondence (electronic files) and the application fee. The application materials must be presented in the manner previously described.

All correspondence regarding application procedure and notification should be addressed to the Documenting Secretary.

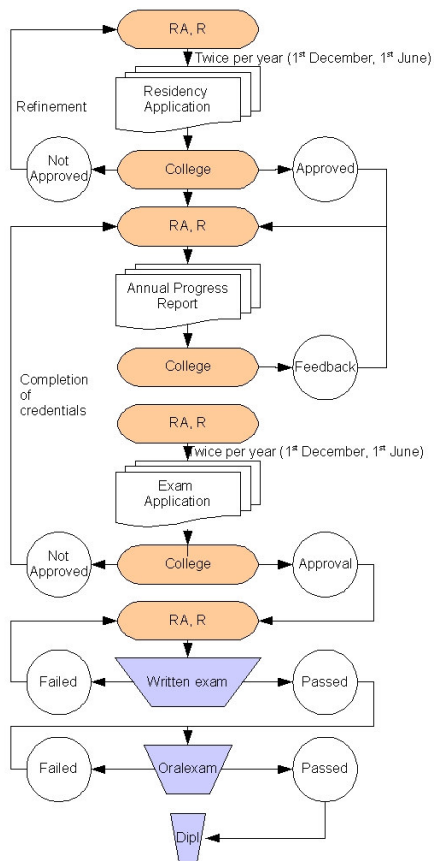
## Chapter 4.

### The Qualifying Examination

The procedures of the qualifying examinations are given in the Bylaws on the Qualifying Examination in the European College of Veterinary Public Health (ECVPH).

Eligible candidates: Candidates fulfilling qualification criteria outlined in Constitution Art. 5

Figure 1: Summary of the Residency Programme and Qualifying Examination Procedures



Pathway from application for a Residency Programme submitted by Residency Advisor (RA) and Resident (R) through accreditation as Diplomat (Dipl).

### *The Examination format*

Further details of the examination format are defined in the By-Laws of the ECVPH on Qualifying Examination.

The outline of the Examination process is:

- 1) A written paper of 2 hours duration
    - a. 1 hour MCQ; 30 questions
      - i. 15 questions on core curriculum (2 points each)
      - ii. 15 question on subspecialty (2 points each)
    - b. 1 hour short answers; 4 questions from 6
      - i. 2 questions (from 3) on core curriculum (10 points each)
      - ii. 2 questions (from 3) on subspecialty (10 points each)
  - 2) An oral presentation (15 minutes) of the candidate's choice; followed by 30 minutes questioning.
  - 3) An oral presentation (15 minutes) of the Examination Committees choice of which the candidate is given 2 weeks notice; followed by 30 minutes questioning.
- Regarding the written examination, the candidate must achieve 50% in each paper. Failure to do so will preclude the candidate from proceeding to the oral presentations
  - Regarding oral examinations, each candidate will be examined by three members of the Examinations Committee (2 from the candidate's sub-speciality and 1 from the other sub-speciality) in the presence of one non-voting auditor selected by the Credential Committee. In this way, as the residency programme's core element comprises aspects from both the food science and the population medicine sub-specialities, each candidate will be examined by two examiners from his/her own sub-speciality, and one from the other subspeciality.
  - Marks and Standards for the qualifying examination are determined by the Examinations Committee and ratified by the Council of the College.
  - All sections of the examination must be successfully completed in order to be certified as a Diplomate of the European College of Veterinary Public Health.
  - Candidates must pass the examination within five years of being notified that they have satisfied the credentials process, and may sit the examination on three (3) occasions only.
  - Results of the exams for candidates who passed the examination will be forwarded by Chairperson of the Examinations Committee to the College.

Failure to fulfil any of these requirements necessitates the candidate to undertake and satisfactorily complete the credentials process again, either partly or fully. Such a candidate may do so at the discretion of the Credentials Committee. Additional periods of training and/or experience may be recommended by the Examination Committee.

If the written part of the examination is passed successfully, but not the oral part, the Examination Committee will advise the applicant on remedial training/experience subject(s). Reapplication then only requires the admission to the oral part of examination. In that case the candidate is required to provide the committee with evidence that he/she has fulfilled the additional, remedial training requirements adequately, as substantiated by the supervising Diplomate(s).

If the written part of examination is not passed successfully, further advice regarding remedial training/experience in one or other subject can be given by the Examination Committee. In all cases a re-application is required to be made in full.

Full re-application credentials must include:

- a. A written outline of the re-applicant's self-evaluation and his/her remedy to correct the deficiencies.
- b. A completed application form (electronic file)
- c. An updated curriculum vitae (electronic file) should be provided. An addendum should reflect training and experiences directed toward correcting the deficiencies as noted by the report from the College.
- d. At least one letter of reference. This/these letter(s) should specifically address the efforts taken by the applicant to correct the deficiencies of previous examinations.
- e. All pertinent correspondence (electronic files) should be provided. This should include a list of all dates of previous application(s) .

The integrity of the Diplomate status examination will be maintained by the ECVPH in order to ensure the validity of scores awarded to the candidate.

#### Appeals procedures

In case of improper conduct by the candidate at any stage of the examination process, the Council shall have the authority to recommend censure, suspension, or cancellation of the examination and/or the results. All deliberation thereon shall be guided by highest standards. The candidate concerned shall therefore have the opportunity to lodge an appeal before the Council in person.

In the event of an adverse decision by the Examination Committee and/or the Council including denial of adequacy of credentials prior to examination for certification or negative result (fail mark) at the examination, the person concerned may submit an appeal in writing to Council for consideration within thirty (30) days of the adverse decision. The Council shall re-consider on the grounds that the decision may have been made erroneously by:

- a) disregarding or failing to follow stated College procedures; and/or
- b) failing to consider relevant documentation presented.

The Council shall deliver in writing its final decision within ninety (90) days after receipt of the appeal. If the person concerned is not satisfied with the final decision, he or she may appeal to representatives of the European Board of Veterinary Specialisation (EBVS).

## **Chapter 5. Re-Evaluation**

Details on re-evaluation are outlined in the respective Bylaws.