



Animal Behavior College has earned approval from the National Association of Veterinary Technicians of America (NAVTA) for our comprehensive Veterinary Assistant Program. We are one of only a handful of online Veterinary Assistant Programs to have merited this distinction in the United States.

NAVTA approval is highly respected in the veterinary community. While it is not a requirement to graduate from a NAVTA-approved program, veterinary clinics and hospitals are more likely to hire a graduate of a NAVTA-approved Veterinary Assistant Program.



Upon completion of our NAVTA-approved program, graduates will have earned the privilege and opportunity to take NAVTA's national test and become an Approved Veterinary Assistant (AVA).

VAP – VETERINARY ASSISTANT COURSE

Sponsor's Name:

Spouse/Student's Name:

Estimated Start Date:

Estimated Completion Date:

Animal Behavior College
25104 Rye Canyon Loop
Santa Clarita, California 91355
800.795.3294

Campus Location: Santa Clarita, California
www.animalbehaviorcollege.com

Program Name:	Veterinary Assistant Program
Program Type:	Certificate
Course Code:	VAP101
Length of Program:	52 weeks
Cost of Tuition:	\$3,525.85

2017 COURSE PROGRAM FILE:

**IF ELIGIBLE FOR MYCAA, YOU CAN RECEIVE UP TO \$4000. IF YOU HAVE USED ANY OF YOUR MYCAA FUNDING PREVIOUSLY, THE MILITARY WILL SUBTRACT THOSE FUNDS FROM THE \$4000 ALLOTMENT WHICH CAN ADJUST THE AMOUNT YOU PAY OUT OF POCKET.

VAP- VETERINARY ASSISTANT COURSE

THE MILITARY GOVERNMENT COULD PAY UP TO \$3,525.85 LEAVING YOU WITH THE BALANCE OF \$75 FOR THE APPLICATION FEE

COURSE CODE: VAP COURSE TITLE: VETERINARY ASSISTANT PROGRAM COURSE PRICE: \$3,525.85



VAP- Veterinary Assistant Program

Please note that this course is NOT a veterinary technician course and graduates are not eligible to become registered, licensed or certified as such through their state veterinary medical board.

Stage 1 - OFFICE ETIQUETTE AND HOSPITAL PROCEDURES

In this stage, you will be taught effective client communication skills, learn the do's and don'ts of admitting and discharging patients, and develop a complete appreciation for the importance of the human/animal bond. You will acquire a thorough understanding of the role of each member of the veterinary team, including the veterinarian, veterinary assistant, veterinary technician and all other animal hospital staff while learning the professional ethics of this occupation. Additionally, this stage covers the handling of medical records and certificates, inventory and restocking procedures, as well as the computer skills needed in a veterinarian's office. You will also become proficient with safety measures and precautions, while obtaining rudimentary knowledge of veterinary laws and legalities.

Stage 2 - ANIMAL RESTRAINT

In this stage, the fundamentals and the fine points of animal restraint will be addressed. You will be given an indepth explanation of ropes and knots as they pertain to animal restraint, and be educated on the differences of various forms of physical and psychological restraint techniques. You will learn the proper placement and removal of different animals from enclosures, the handling of fractious patients, restraint methods during the physical examination and the administration of injections and venipuncture, and how to properly open a patient's mouth. This stage also covers the proper positioning protocols for different animals and the standard veterinary terminology for each of these positions.

Stage 3 - EXAMINATION ROOM PROCEDURES

In this stage, examination room protocol will be covered. You will learn basic examination room preparation, and patient background and physical examination procedures. Highlights of this portion of the stage will include general cleaning and disinfecting, obtaining and documenting the patient's history, which includes a history of their chief complaint, and a complete medical and environmental history. This stage also prepares you to perform physical examinations by learning to record observations, test and monitor vital signs, and determine the patient's weight, respiratory rate, and temperature. You will also develop an understanding of vaccination protocols, bandaging, parasites, anesthetics, spaying and neutering, permanent identification, euthanasia and emergency support.

Stage 4 - PHARMACY AND PHARMACOLOGY

In this stage, the use of pharmaceuticals in a veterinary office will be addressed. Detailed information pertaining to the legal issues in drug handling, specifically the proper prescription labeling and packaging of medications, the correct way to store biological and therapeutic agents, and the efficient performance of inventory control will be included. You will be taught to recognize general types and groups of drugs and the difference between prescription and over-the-counter medications. You will also learn the proper routes and methods of drug and vaccine administration as well as proper terminology.

Stage 5 - SURGICAL PREPARATION AND ASSISTING

In this stage, you will learn the skills every veterinary assistant should master in order to best serve the animal hospital staff before, during and after a surgical procedure. This section provides detailed information on the preparation of surgical equipment and supplies, the appropriate sterilization methods for instruments and supplies, and the identification of common instruments and suture materials, both types and sizes. You will also be given explicit instruction on how to assist with the preparation of patients using aseptic techniques, how to operate and maintain autoclaves, and assist with positioning of surgical patients while maintaining proper operating room conduct and asepsis. Other critical components of this section include the understanding of operating room sanitation and care protocol, performing post-surgical clean up of animals and equipment, proper storage of surgical gowns and drapes, and the identification and appropriate care of common surgical equipment and supplies along with the proper disposition of hazardous medical wastes.



Stage 6 - SMALL ANIMAL NURSING

In this stage, you will be taught the fundamentals of small animal nursing. This stage is richly informative and will provide you with the essential tools needed to properly nurture the animals in your care. This stage focuses on the skills needed to identify different breeds of dogs and cats, recognize normal and abnormal behavior in dogs and cats, identify common diseases and medical conditions, and properly care for the hospitalized patient in your charge. The essentials of patient housing, including environmental considerations, feeding and watering, socialization and exercise will also be addressed. Preventative care such as grooming, ear cleaning, nail trimming, bathing and dipping, along with dental hygiene will be covered as well. The prevention of nosocomial infections and zoonotic diseases and the delicate subject of euthanasia is all part of this very educational stage.

Stage 7 - LABORATORY PROCEDURES

In this stage, you will acquire basic knowledge of laboratory procedures. Your studies will include recording laboratory results, identifying common external parasites, and developing venipuncture skills. You will learn how to collect voided urine samples, how to determine the physical properties of urine, how to collect fecal samples for parasitological exams and how to prepare fecal flotation solutions. Furthermore, you will be taught how to interpret the various samples and complete antibiotic sensitivity testing.

Stage 8 - RADIOLOGY AND ULTRASOUND IMAGING

In this stage, you will be instructed on the proper techniques of radiology and ultrasound as a means of diagnoses. Positioning small and large patients, basic safety practices and techniques, and proper methods of equipment care will be explored. Also included are the methods of processing various data received from radiology and ultrasound to include quality control, film identification, and how to use automatic processing methods.

Stage 9 - CAREER BUILDING

In this stage, the fundamentals of career building will be explored, as well as how to apply them to secure a position as an ABC Certified Veterinary Assistant. Special focus is placed on the job search, how to write resumes, compensation considerations, how to plan a productive job interview, and how to maintain job security. This stage also offers insight on how attitude affects your career, how to set yourself up to succeed, and the importance of financial planning and stability.

Stage 10 - EXTERNSHIP

Upon reaching Stage 10, you will have the unique opportunity to reinforce your studies by practicing what you have learned in an animal hospital setting. The externship consists of 90 hours of unpaid work experience which combines preparing patients and assisting the veterinarian and other veterinary personnel. This stage allows you the opportunity to put what you have learned into practice. As a student, you will first complete 10 hours observing the veterinary staff while they complete veterinary assistant tasks. During the remaining 80 hours, you will be evaluated on your aptitude for performing the tasks expected of a veterinary assistant.

Stage 11 - GRADUATION

The Final Exam is given once your course work and externship have been successfully completed. You will review all of the material presented in the previous stages to prepare for the final. This review time is allotted for you to re-read and study the various concepts that have been taught. The Final Exam is designed to test your overall knowledge of skills required to become a veterinary assistant and will cover all areas of the curriculum.