American College of Veterinary Sports Medicine and Rehabilitation

ACADEMIC RESIDENCY GUIDELINES

1. INTRODUCTION

Definition of Veterinary Sports Medicine and Rehabilitation
Sports medicine is defined as the investigation, preservation, and restoration of animal body systems that are affected by athletic, service, work or recreational activity through medicine, surgery, and rehabilitation. Veterinary rehabilitation is designed to facilitate the process of recovery from injury, illness or disease to as normal a condition as possible by reducing pain and restoring function.

Sports medicine and rehabilitation specialists are expected to be proficient in the following areas:

a. Conditioning, training, and fitness as they relate to athletic performance.
c. Coordination of a team approach to veterinary medical care and rehabilitation of injured animal athletes involving board-certified veterinarians in other specialty areas (e.g. surgery, internal medicine, imaging, and critical care), allied health care professionals (e.g. physical therapists, farriers), owners, and trainers.
d. Evaluation, diagnosis, management, and rehabilitation of sports medicine-related illnesses and injuries with detailed knowledge of sports-specific injuries and medical problems.
e. The principles of functional anatomy, biomechanics, exercise physiology and pathology; and the mechanisms of tissue adaptation, aging, injury, healing, and repair.
f. Integrative treatment options and pain management as they relate to rehabilitation of sports-specific injuries and performance.
g. Principles and techniques of rehabilitation (e.g. physical medicine, therapeutic exercise, physiotherapeutic modalities) that return an animal to optimal function as quickly and safely as possible, including the geriatric patient.
h. Knowledge of athletic equipment, assistive devices, orthotics and prosthetics in prevention and management of athletic injuries and disabilities.

A academic residency in sports medicine and rehabilitation is the joint responsibility of the American College of Veterinary Sports Medicine and Rehabilitation (ACVSMDR) and an ACVSMDR diplomate acting as a representative of the college and as a supervisor for the resident. A residency also requires the support of the academic residency facility and other board-certified specialists that act as mentors and who participate in training the resident. A residency is an intense, intimate partnership in learning that can only be accomplished with frequent and regular interactions and communication between a supervisor and his or her resident.

In addition to completing the core curriculum and other academic residency requirements listed within this document, it is the responsibility of the resident, under the guidance of the supervisor, to achieve the following goals:

a. Develop a high level of clinical skills and expertise in the field of veterinary sports medicine and rehabilitation.
b. Develop a critical understanding and working knowledge of the current veterinary and human literature related to sports medicine and rehabilitation and proficiency in literature review and the synthesis and clinical application of new information.
c. Develop critical thought processes and the use of a problem-based approach to patient care.
d. Demonstrate an ability to teach, communicate and effectively present information.
e. Demonstrate exceptional ethical standards and the ability to act as a professional role model.

Working to achieve these goals supports the spirit of the ACVSMR residency standards and the excellence that is expected of an academic residency training program.

Applicants will pursue ACVSMR board certification in either canine or equine practice. It is the goal of the ACVSMR to assure a well-rounded experience for the resident. As the college represents two different but highly interrelated areas of expertise, each resident will be required to have sufficient clinical exposure to both the sports medicine and rehabilitation aspects of practice. To accomplish this, residents will be encouraged to log time in both canine and equine practices managing both sports medicine and rehabilitation cases. In addition, all residents will be encouraged to log time in human physical therapy practice or with a licensed physical therapist certified in veterinary rehabilitation.

Residents wishing to pursue ACVSMR board certification in both canine and equine practice should contact the chairperson of the ACVSMR Credentials and Residency Committee to discuss program options and feasibility.

There is no guarantee, expressed or implied that a resident having completed the minimum requirements listed in this document will have completed both the letter and the spirit of their residency training program. Nor is there a guarantee, expressed or implied that the residents will be able to pass the certifying examinations. It is the responsibility of the resident, under the guidance of their mentor, to recognize their strengths and weaknesses and to expand upon the core curriculum to attain the knowledge, experience, and skills needed to qualify as an ACVSMR diplomate.

2. ACADEMIC RESIDENCY TRAINING PROGRAM

Residency training programs are the foundation for training of future diplomates in the American College of Veterinary Sports Medicine and Rehabilitation. The components of an academic residency training program include the following:

a. Resident
b. Supervisor
c. Residency facility
d. An academic residency training program application that specifies where, how, and with what supervision the requirements listed in this document are to be met.

The supervisor is defined as the ACVSMR diplomate responsible for oversight of the academic residency training program. The academic residency training program includes the minimum training requirements established by ACVSMR in this document and any additional requirements that the supervisor and residency facility may judge to be relevant to include in a specific residency training program.

The standards contained in this document are the minimum requirements for facilities, supervisors, residents and the educational and experience components of the residency. However, an ACVSMR academic residency is more than simply logging the requirements that are the “letter” of this document. It also embodies the “spirit” within these standards - to train highly capable residents rather than just minimally qualified residents. The College expects...
academic residency training programs to become cohesive, integrated, stable, ongoing, institutionalized programs that demonstrate the ability to exemplify the ACVSMR standards.

**Academic Residency Training Program Applications**

Each academic residency training program must be pre-approved by the ACVSMR Credentials and Residency Committee (representing the ACVSMR Board of Directors) before any resident may begin training within a program. Program supervisors must complete an application for approval as an ACVSMR-recognized academic residency training program (Appendices – Academic residency training program application).

A program supervisor may continue to accept new residents into an existing ACVSMR-approved academic residency training program if the resident is to be trained using the same residency plan at the same residency facilities. This also applies if there are only minor changes in the academic residency training program as long as those changes are reported in the annual program update and are accepted by the College.

If the training is to occur at a different facility or if the training is at the same facility but the residency training program has changed significantly, then the supervisor must submit a new application for the academic residency training program. A supervisor at a residency facility may train residents under different residency plans, but each training program requires a separate application and approval by the College.

Academic residency training program applications will be accepted at anytime. The ACVSMR Credentials and Residency Committee will respond to the application within 60 days of receipt of the materials. Applications that are incomplete or missing information will be returned for completion and resubmission.

One signed electronic copy of the completed academic residency training program application must be submitted to the ACVSMR Credentials and Residency Committee. The ACVSMR Credentials and Residency Committee will evaluate each proposed academic residency training program and make recommendations for changes or improvements to meet the established requirements.

**Changes to Academic Residency Training Program**

The program supervisor is responsible for immediately reporting any major change in the academic residency training program to the ACVSMR Credentials and Residency Committee. This includes:

- Loss or change of an ACVSMR supervisor
- Termination of a resident
- Change of the residency facility or facilities
- Any major interruption to the ongoing progress or advancement of a resident within the academic residency training program

The academic residency training program may be placed on probationary status until the ACVSMR Credentials and Residency Committee can review any proposed remedies. The ACVSMR Credentials and Residency Committee reserves the right to require complete reapplication and re-review of any academic residency training program at any time if there is a change in the program that might cause it to fall below the minimum established standards.
Annual Residency Report
Once the academic residency training program has been approved, the program supervisor will be required to submit annual residency reports with the ACVSMR Credentials and Residency Committee (Appendices – Annual academic residency report). This report must include any changes or deficiencies related to the ACVSMR Academic Residency Guidelines or items that differ from the original training program application. The annual residency report should also include changes that required immediate reporting during the preceding year. Annual residency reports are required and due by June 1st of each year of the residency program and must be submitted to the ACVSMR Credentials and Residency Committee.

3. ACADEMIC RESIDENCY FACILITY

All residency facilities must be pre-approved, as part of the academic residency training program application, by the ACVSMR Credentials and Residency Committee prior to the start of any academic residency training program in the facility. A residency facility must be affiliated with at least one ACVSMR diplomate that is licensed and authorized to practice in the facility and who is in attendance full time. Full time for this purpose is defined as a minimum of 40 weeks per year. This ACVSMR diplomate must serve as supervisor in the academic residency training program. ACVSMR supervision is defined as the supervision of rotations in sports medicine and rehabilitation.

This sports medicine and rehabilitation immersion time is supervised by ACVSMR diplomates only and has the highest training requirements for resident participation. The spirit of this requirement is to train residents to the highest standard possible by providing a culture of specialist-level sports medicine and rehabilitation practice. This is to be provided by a residency facility through the sustained presence and significant influence of one or more ACVSMR diplomates. All ACVSMR diplomates who are involved in the training of residents at a residency facility are required to act as representatives of the College to ensure these standards are maintained.

An academic residency facility is expected to participate in the research mission of the ACVSMR. This may include contributions to the sports medicine and rehabilitation literature, participation in multi-center clinical trials, or other educational projects as recommended or required by the academic residency committee and the College.

Facilities, Services and Equipment Required for a Veterinary Sports Medicine and Rehabilitation Academic Residency Training Program
a. **Medical library**: Access to appropriate textbooks and printed or electronic copies of current journals relating to veterinary sports medicine and rehabilitation and its supporting disciplines must be accessible.
b. **Medical records**: A complete medical record must be maintained for each individual clinical case and records must be retrievable.
c. **Radiographic services**: Appropriate equipment for comprehensive diagnostic imaging and image processing must be available.
d. **Surgical facilities**: Operating suite and associated anesthetic and critical care equipment, surgical instrumentation and sterilization equipment must be available.
e. **Rehabilitation facilities**: Appropriate rehabilitation and physical therapeutic equipment must be available for clinical use.
f. **Pathology services**: Access to anatomic and clinical pathology diagnostic services must be available. Reports must be retained and retrievable.
Changes To or Within the Academic Residency Facility
The ACVSMR program supervisor is responsible for immediately reporting any major change in the training facility that may cause it to fall below the minimum standards. The ACVSMR Credentials and Residency Committee must be notified as soon as any potential changes are identified. The residency facility may be placed on probationary status until the changes and the ACVSMR Credentials and Residency Committee can review any proposed remedies. The ACVSMR Credentials and Residency Committee reserves the right to require complete reapplication and review of any residency facility at any time there is a change in the facility that may cause it to fall below the minimum standards.

Annual Residency Facility Report
Once approved, the academic residency facility will be required to annually update the information on file with the ACVSMR Credentials and Residency Committee that was originally submitted (Appendices – Annual residency facility report). This annual residency facility report must list any changes or deficiencies that relate to the ACVSMR facilities standards or that differ from the original application. The annual facilities report should also include changes that required immediate reporting during the preceding year. Annual residency facility reports are due by June 1st of each year of the residency program and must be submitted to the ACVSMR Credentials and Residency Committee.

4. SUPERVISOR

The program supervisor is defined as the ACVSMR diplomate embedded in the academic residency training program. A supervisor must be an ACVSMR diplomate specializing in the same species as the resident and must be a member in good standing of the ACVSMR for the duration of the resident’s training. The supervisor has a fiduciary responsibility for representing the interests of the ACVSMR within the residency training program. Supervision is a privilege granted by the College to all ACVSMR diplomates who meet the requirements established by the College and who maintain excellence in training and certifying residents.

The supervisor is responsible for oversight of all aspects of the academic residency training program, including design of the program and monitoring the resident’s progress in the program. A supervisor must be available to the resident and must coordinate all clinical and educational aspects of the residency. The supervisor is responsible for ensuring that both the core curriculum (minimum requirements) and the high standards of the residency are accomplished. The supervisor is also responsible for reviewing sports medicine and rehabilitation immersion, experience, and skills logs and for reviewing and critiquing progress reports with the resident.

An ACVSMR diplomate may supervise a maximum of three residents at any one time. The supervisor must maintain a one-to-one relationship and responsibility for each resident. The limit of three residents per supervisor does not include candidates who have completed their academic or nontraditional residency training programs but have not yet achieved diplomate status and continue working with a supervisor until the next examination.

Supervision may be transferred to another ACVSMR diplomate. The replacement of a supervisor must be approved in advance and in writing by the ACVSMR Credential and Residency Committee before a new supervisor can accept responsibility for a resident.

A supervisor may be involved in the training of any number of residents at any time when acting in the role of mentor. The supervisor is not required to act as a mentor, but is ultimately responsible for the quality of the clinical and educational functions of the residency, including
the quality of all supervision by other diplomates.

The supervisor will be asked to sign an annual report detailing the satisfactory progress for each of their residents. When a resident applies to have their final credentials accepted and to sit for examination, the supervisor will be asked to attest that the resident has successfully completed both the letter and the spirit of the academic residency requirements. Residents are trained at will by the supervisor and nothing in these guidelines shall prevent a supervisor from terminating their supervision of a resident at any time.

The ACVSMR reserves the right to establish and monitor standards for supervisors and to review and report their performance and success in training, credentialing, examining, and certifying residents and candidates, to place them on probation, and to withdraw their privileges if necessary. The ACVSMR reserves the right to withdraw supervisor privileges from any diplomate who, upon review and request for corrective action, continues to fail to meet these requirements.

5. MENTOR

A mentor must be a board-certified diplomate in a specialty recognized by the American Board of Veterinary Specialties (ABVS) and designated by the ACVSMR for training residents and may supervise only rotations within their specialty. When a resident trains with a mentor that is board certified in two or more specialties, they may log a training week in only one of the specialties.

Acting as a mentor for a resident is a privilege granted by the College to diplomates of ACVSMR and other specialties that meet the requirements of the academic residency guidelines and maintain the standards for training and certifying residents established by the ACVSMR Credential and Residency Committee and the College. A mentor must be legally authorized (license or other state and/or federal requirement) or locally authorized (by the appropriate academic residency facility) to practice in the facility where supervision takes place. A mentor must be approved by and remain in good standing with the ACVSMR Credential and Residency Committee.

During the mentorship period, the resident and mentor work together in clinical practice in which the resident is on duty and managing clinical cases and the mentor is providing frequent consultation and in-depth case review of those clinical cases that can contribute to the progress of the resident’s academic and clinical education. The resident must have a significant role in clinical case management as either primary clinician or consultant. The resident must not be restricted to the role of an observer.

A mentor need not personally examine each patient seen by the resident, but must provide frequent consultation and in-depth case review of those clinical cases that contribute to the progress of the resident’s academic and clinical education. A mentor may work with any number of residents as long as he or she does not dilute resident supervision. It is up to the mentor to ensure that supervision is quality time for each resident in training.

It is expected that during the 40 hours of time logged by the resident as a training week the mentor is on site and immediately available to the resident for at least 20 hours of that time. During periods of mentorship for which the resident is logging immersion time, they may also log experience requirements or skills requirements when appropriate.
Mentors train residents at will, and nothing in these guidelines shall prevent a mentor from terminating their training of a resident at any time. The ACVSMR reserves the right to establish and monitor standards for mentors and to review and report their performance and success in training, to place them on probation and to withdraw their privileges if necessary. The ACVSMR reserves the right to withdraw mentor privileges from any diplomate who, upon review and request for corrective action, continues to fail to meet these requirements.

6. RESIDENT – STEPS TO BECOMING AN ACVSMR DIPLOMATE

Definitions

**Academic Residency Applicant** – A veterinarian who is in the process of applying for an academic residency training program until the time he/she is accepted by an ACVSMR supervisor and a residency facility is registered with the ACVSMR and receives notification that the academic residency training program has been accepted by the ACVSMR Credentials and Residency Committee.

**Academic Resident** – An applicant who has been accepted for an academic residency training program by the ACVSMR until the time at which he or she has completed all requirements of the residency training program and has received both a certificate of completion from the residency facility and a signed letter from their supervisor that they have completed all of the academic residency requirements.

**Candidate** – A resident who has had their credentials accepted for ACVSMR board certification examination, until they have passed the certifying examination, and have been granted diplomate status by the ACVSMR Board of Directors.

**Diplomate** – A candidate who has completed all requirements, has passed the examination, and has been granted diplomate status by the ACVSMR Board of Directors.

**Academic Residency Applicant**

An academic residency applicant must:
   a. Be a graduate of a college of veterinary medicine accredited or approved by the AVMA, or hold a certificate from the Educational Commission for Foreign Veterinary Graduates (ECFVG), or be licensed to practice in some State or Province of the United States, Canada, or other country.
   b. Complete a one-year rotating internship or equivalent practice experience.
   c. Be accepted by an academic residency training program.
   d. Be accepted by an ACVSMR diplomate who will serve as a supervisor and will direct their residency training program.
   e. Be legally able to practice at the academic residency facility (e.g., veterinary medical license or other state and/or federal requirement) and have a license in good standing with no past record of license revocation.
   f. Review the academic residency requirements and verify the ability to comply with these requirements.
   g. Register with the ACVSMR Credentials and Residency Committee prior to or within 30 days after starting the academic residency program.

An applicant who cannot comply with all requirements must apply to the ACVSMR Credentials and Residency Committee for exception prior to beginning their academic residency. The ACVSMR Credentials and Residency Committee reserves the rights to review the registration materials, to ask for supporting documentation and to possibly withdraw approval of the
Registration of a New Resident
An ACVSMR-approved academic residency training program may begin at any time but should end on June 30th of each year, unless otherwise approved in writing by the ACVSMR Credentials and Residency Committee. Residency applicants apply to an academic residency training program at a residency facility, either directly to the facility administrator or through a future supervisor. Once the applicant has been accepted, the applicant must register with the ACVSMR Credentials and Residency Committee either before or within 30 days after the start of training. The ACVSMR Credentials and Residency Committee will notify the ACVSMR Board of Directors of all newly registered residents.

If a supervisor anticipates that the new resident applicant cannot comply completely with the academic residency guidelines, they may apply to the ACVSMR Credentials and Residency Committee for exception. Within 60 days of the applicant’s registration, the ACVSMR Credentials and Residency Committee will acknowledge the start of the new academic residency, ask for further information, or refuse to approve the applicant as a new resident with the reasons explained in writing. Applicants not accepted may appeal to the ACVSMR Appeals Committee.

Resident
A resident must be legally authorized (e.g., veterinary medical license or other state and/or federal requirement) or locally authorized (i.e., by the appropriate academic residency facility) to practice in the facility where supervision takes place. Residents are trained at will by supervisors and nothing in these guidelines shall prevent a supervisor or mentor from terminating their training of a resident at any time. The ACVSMR reserves the right to withdraw resident privileges from any resident who, upon review and request for corrective action, continues to fail to meet these requirements.

Active Status
A resident is considered to be active if he/she is making satisfactory progress toward the completion of the academic residency training program requirements. To remain active a resident must:

a. Complete at least 10 training weeks per year (except in the final year when the resident may have fewer than 10 weeks to complete their requirements) and continue to log any outstanding experience or skills requirements until all training weeks and log requirements are completed.

b. Maintain the most current knowledge requirements.

c. Maintain the most current experience and skills requirements and complete any incomplete requirements.

d. Submit and receive approval for annual reports to the ACVSMR Credentials and Residency Committee.

Inactive Status
A resident is considered to be inactive when, by choice or by action, he/she is not making satisfactory progress toward completion of the academic residency requirements. A resident may be placed on inactive status by action of the ACVSMR Credentials and Residency Committee upon determination that the resident is not continuing to make satisfactory progress towards completion of the academic residency or that the resident is failing to meet deadlines and other reporting requirements for their residency. A resident may be placed on inactive status by applying to and receiving approval from the ACVSMR Credentials and Residency Committee.
Committee.

The ACVSMR Credentials and Residency Committee must also approve the resident if they choose to restart their training program. To be reinstated to active status, residents must apply in writing to the ACVSMR Credentials and Residency Committee. The ACVSMR Credentials and Residency Committee will determine what requirements (e.g., skills, experience, etc.) must be fulfilled for reinstatement to active status, depending on the circumstances that caused the resident to be placed on inactive status. The amount of time a resident may be on inactive status is limited by the requirement that the academic residency must be completed within a 6-year time span.

**Term of the Academic Residency**
The academic residency shall consist of a total of 156 weeks of training. A resident must complete all training requirements and submit final credentials for the certifying examination within 6 years of starting their residency. At the end of that time, the resident must either start over (receiving no credit for the previous residency) or apply to the ACVSMR Credentials and Residency Committee for an extension. Extensions may be granted at the discretion of the ACVSMR Credentials and Residency Committee. The ACVSMR Appeals Committee will review any appeals.

Applicants, residents, and candidates may NOT claim any affiliation with the ACVSMR, in print or in any other format, until they are board certified by the College. They may only claim affiliation with their academic residency facility (i.e. “resident in sports medicine and rehabilitation at ABC institution,” or “residency training program completed at ABC institution”). The term “ACVSMR eligible” is not to be used.

**Training Week**
A training week is defined as a minimum of forty hours of logged immersion time that occur in no less than three calendar days of one continuous 7-day period (i.e., a calendar week). The start day for a resident’s training week will remain the same day of the week as the first day of their residency.

**7. CORE CURRICULUM**

The core curriculum is the foundation of the training requirements that ACVSMR mandates for academic residency. The core curriculum is established and revised from time to time by the ACVSMR Credentials and Residency Committee. The core curriculum represents the minimum requirements to be achieved for each of the training components.

**Knowledge Requirements**
Knowledge requirements include a list of required reference materials that comprise a body of information that the resident must learn with retention and comprehension. The required reference list is established annually by the ACVSMR Curriculum and Examination Committee and may be supplemented by a list of suggested references (Appendices – ACVSMR board-certification examination reading list).

All residents are accountable for learning the material in the most current list of required references. Residency facilities must provide, on site, the required reference materials specified by the ACVSMR Curriculum and Examination Committee. Residency facilities are also required to provide computer access to common veterinary and human medical databases.
Immersion Requirements (156 weeks)
The immersion requirement is one of time to be immersed in a clinical culture. Immersion is logged as blocks of training weeks under supervision by an ACVSMR diplomate, mentoring by a diplomate of another specialty, or independent study. All of the requirements listed under this section must be recorded and submitted to the ACVSMR Credentials and Residency Committee (Appendices – Immersion requirements log).

A. Sports Medicine and Rehabilitation Immersion with ACVSMR Supervision
This requirement consists of 72 weeks of immersion in sports medicine and rehabilitation practice that is supervised by an ACVSMR diplomate. Supervision for sports medicine and rehabilitation immersion must be undertaken as part of an approved academic residency training program and overseen by an ACVSMR diplomate who is approved by the ACVSMR Credentials and Residency Committee.

B. Immersion in Specialty Practice with Specialist Mentoring
Mentoring for the specialty practice rotations must be done by a board-certified diplomate within a specialty designated by ACVSMR for training residents. Mentors must be board-certified diplomates in a specialty recognized by the American Board of Veterinary Specialties and supervise residents only within their specialty. This requirement consists of 22 weeks of immersion in specialty practice within the following areas:

i. Diagnostic imaging – 8 weeks
   Required exposure to radiology, diagnostic ultrasound, nuclear scintigraphy, and MR/CT modalities.

ii. Surgery – 6 weeks
    Suggested exposure to regenerative medicine, gait analysis, lameness examinations, and arthroscopy.

iii. Internal medicine – 3 weeks
     Suggested exposure to nutrition, gastrointestinal disorders, upper and lower respiratory disease, and cardiology.

iv. Neurology – 3 weeks
    Suggested exposure to neurologic examinations, diagnostic tools, and post-mortem evaluation.

v. Pain management – 2 weeks
   Suggested exposure to both acute and chronic pain conditions, pharmaceutical and non-pharmaceutical approaches (e.g., acupuncture, cryotherapy, etc.) and multimodal pain management approaches.

When a resident trains with a mentor that is board certified in two or more specialties, they may log a training week in only one of those specialties. During periods of mentoring for which the resident is logging immersion time, they may also log experience requirements or skills requirements, when appropriate.

C. Independent Study or Practice
This requirement consists of 36 weeks of independent study of topics related to sports medicine and rehabilitation or independent immersion in sports medicine and rehabilitation practice. Independent study or practice is intended to allow development of independent thought, staff mentoring and teaching skills, focused study in specialized facets of sports medicine and rehabilitation, further elective rotations, further supervised or independent rotations in sports medicine and rehabilitation, cross species training or human physical therapist interactions.

The supervisor is responsible for designing this requirement to meet the needs of the individual resident and is responsible for ensuring that the resident is receiving adequate training during
this time. Continuing education that is intensely focused on a specialized facet of sports medicine and rehabilitation may be logged concurrent with the independent study requirement on an individual basis at the discretion of the ACVSMR Credentials and Residency Committee; however, general continuing education requirements may not be logged concurrently with independent study time.

The resident, along with the support of their supervisor, must ensure that all immersion training week requirements are met and logged within the required term of the academic residency. Residents are expected to make regular progress in completing these requirements. The annual report should reflect this progress.

**D. Individualized Rotations**
This requirement consists of 26 weeks in any or all of the following rotations, with a minimum of one week suggested in any rotation:
- Research or clinical investigation
- Preparation of scientific manuscripts
- National or international level continuing education courses
- Rotation with the alternate species (e.g., an equine resident spending time with a canine rehabilitation practice and vice versa) with the approval of the resident’s supervisor
- Special rotation at a human sports medicine or rehabilitation facility
- Special rotation with a human physical therapist trained in veterinary rehabilitation
- Up to six weeks of vacation time over the course of the 3-year program may be counted toward this requirement

**Experience Requirements**
The experience requirement is for the observation and participation in specific clinical problems, procedures, or cases. Experience is achieved by the resident’s direct observation and participation in the experience. The ACVSMR Credentials and Residency Committee will determine the list of required clinical problems, procedures and cases to be experienced and logged.

The supervisor and the academic residency facility must provide the clinical caseload for the resident to receive adequate exposure to specific clinical problems, procedures, and cases that can be logged under the experience requirement. The resident must be the primary resident responsible for each logged clinical case (i.e., be responsible for diagnostic and therapeutic decisions) and must log 400 clinical cases during a canine residency and 300 clinical cases during an equine residency. The resident must not be restricted to the role of an observer or consultant. Clinical case logs must include case identification, dates, diagnosis, treatment plan, and follow up (Appendices – Clinical case log).

Specific skills and procedures that the resident must learn represent a higher level of training and are logged under the skills requirement below. However, direct hands-on participation (rather than simple observation) when meeting the experience requirements is expected whenever possible and is highly encouraged. Each experience is to be logged (Appendices – Experience requirements log).

The resident, along with the support of their supervisor, must ensure that experience requirements are met and logged within the required term of the residency. Residents are expected to make regular progress in completing these requirements. The annual residency report should reflect this progress. If the academic residency facility does not have the caseload
to meet a certain requirement, then the resident will have to meet the requirement at another ACVSMR-approved residency facility.

Skills Requirements
The ACVSMR Credentials and Residency Committee will establish the skills requirements, which include a list of skills critical to the practice of sports medicine and rehabilitation (Appendices – Skills requirements log). The skills must to be taught to the resident through discussion and demonstration by the supervisor and mentor(s). The resident must learn each skill and demonstrate competency to the supervisor who will sign the resident’s log once the skill has been completed to the standards established by the ACVSMR Credentials and Residency Committee.

Skills are required clinical procedures or other aspects of patient management that must be:
- Taught by a supervisor or mentor
- Demonstrated to meet or exceed a minimum level of competency by the resident
- Graded as acceptable by the supervisor or mentor
- Logged by the resident with the signature of the supervisor or mentor to verify competency

It is up to the resident, along with the support of their supervisor, to ensure that all skills requirements are met and logged within the required term of the academic residency. Residents are expected to make regular progress in completing these requirements. The annual report should reflect this progress. If a particular academic residency facility does not have the caseload to meet a certain skills requirement, the resident will have to meet this requirement at another ACVSMR-approved residency facility.

Seminar Requirements
The resident must provide written documentation that the following criteria have been satisfied. The resident must actively participate in medical seminars, literature reviews (i.e., journal clubs), clinical case rounds conferences, and board review sessions on a wide range of topics related to sports medicine and rehabilitation medicine. There should be substantial input into the seminar series by individuals other than the resident. This training experience may be received at a veterinary or human teaching hospital. This experience must include at least 200 hours of seminars or didactic graduate level courses accrued over the residency. All seminars, rounds and reviews conferences must be clearly documented (i.e., seminar, date, location, topics, and credit hours) (Appendices – Seminar and continuing education requirements log).

Continuing Education Requirements
The resident must provide written documentation that the following criteria have been satisfied. The resident must participate in a minimum of 50 hours of continuing education related to sports medicine or rehabilitation sponsored by local, state, and national veterinary or human medical organizations. These continuing education requirements are differentiated from seminar requirements in that seminars are defined as regularly scheduled, ongoing series in a hospital setting while continuing education is defined as sporadically offered veterinary or human conferences. Monthly local veterinary association meetings would, however, fall into the continuing education requirement if the subject matter were related to sports medicine and rehabilitation. Topics should cover a wide range of issues in sports medicine and rehabilitation. The continuing education requirements can be fulfilled by a one-time enrollment in a comprehensive continuing education program. The intent of the requirement is to ensure that there is a continuum of active participation in formal continuing education. All continuing education must be clearly documented (i.e., conference, date, location, topics, and credit hours).
Continuing education that is focused on a specialized facet of sports medicine or rehabilitation (e.g., orthotics and prosthetics) may be logged concurrent with the independent study requirement on an individual basis and at the discretion of the ACVSMR Credentials and Residency Committee; however, general continuing education requirements may not be logged concurrently with independent study immersion time.

8. PUBLICATION

The resident will be required to be first author on a peer-reviewed, hypothesis-driven publication on the subject of veterinary sports medicine or rehabilitation. The publication must be accepted by October 1st of the year prior to the certification exam and must not be more than 5 years old at the time of application.

A manuscript is considered accepted when the author receives a letter of unconditional acceptance from the journal editor. A copy of the accepted version of the manuscript (including the title page with author information and all images, tables and figures) or, if in print, a copy of the published manuscript showing the date of publication must be submitted in the credentials application.

An e-mailed letter of acceptance from the editor of any journal can be submitted in lieu of a hard copy letter from the journal, provided that the following conditions are met:
   a. The e-mail must contain the date of acceptance within the body of the message (not simply within the header).
   b. The e-mail must indicate the name of the manuscript.
   c. The e-mail must show all routing information within the message header.

The material within the publication must not have been published previously other than in an abstract or proceedings format. Clinical studies that fulfill the above criteria are acceptable to meet this publication requirement. The publication must be written in or fully translated to the English language. Non peer-reviewed publications such as book chapters, proceedings, review articles and clinical case reports are not acceptable material to meet this publication requirement.

9. CLINICAL CASE REPORTS

Five high-quality clinical case reports for which the applicant is first author must be submitted to the ACVSMR Credentials and Residency Committee describing the diagnosis and treatment of medical and surgical conditions in animal athletes and/or on rehabilitation of performance or non-performance animals. The clinical case reports must be written to the standard format acceptable for publication by appropriate journals such as the Journal of the American Veterinary Medical Association or Equine Veterinary Education. Case reports will be reviewed by the ACVSMR Credentials and Residency Committee and evaluated on satisfactory case management with attention to logical thought processes, clinical knowledge and appropriate management. All five clinical case reports must be found to be acceptable by the ACVSMR Credentials and Residency Committee (Appendices – Clinical case report guidelines). One of these studies is suggested (but not required) to be a clinical case series of similar diagnoses and treatment.
10. REPORTING

All residents and candidates are required to notify the ACVSMR Credentials and Residency Committee whenever a change in contact information (i.e., address, telephone number, e-mail address, etc.) occurs during or after their training program, up to the time that they achieve ACVSMR board certification.

Annual Progress Reports
All residents must file an annual progress report. The report must include the resident’s clinical case log and progress report (Appendices – Annual progress report). The ACVSMR Credentials and Residency Committee will evaluate the annual progress report and recommendations and requirements will be forwarded to the resident and their supervisor. The annual report must utilize the format provided by ACVSMR and must include the following items:
   a. A completed progress report, documenting clinical cases, training weeks and other requirements completed by the resident.
   b. All supervisors must sign attesting to satisfactory completion of individual immersion training weeks, experience, and skills requirements in order for credit to be granted.
   c. The resident and the supervisor are responsible for ensuring that the report is complete.

Credit may not be automatically granted for completed requirements. The ACVSMR Credentials and Residency Committee will review the quality and appropriateness of the submitted documents and their contents. Incomplete annual progress reports will not be reviewed and will be returned to the resident for resubmission at the next submission date. No credit will be granted for that reporting period.

One complete electronic copy of the annual progress report, including signatures, must be submitted to the ACVSMR Credentials and Residency Committee. The deadline for report submission is August 1st, covering the period of the previous July through June 30th. All forms must be submitted by the deadline date. Late submissions will not be evaluated until the next submission date and the resident may be deemed inactive during that period. The College requires that the resident obtain and keep with their records written proof of electronic submission.

Final Progress Reports
The ACVSMR Credentials and Residency Committee must receive a final progress report that details completion of all training requirements by June 30th of each year (Appendices – Final progress report). This report must be received by August 1st of the year prior to that of the intended examination. The ACVSMR Credentials and Residency Committee will notify the resident and the ACVSMR Curriculum and Examination Committee of the acceptability of this final report at least 4 months prior to the examination. All forms must be submitted by the deadline date.

One complete electronic copy of the report, including signatures, must be submitted to the ACVSMR Credentials and Residency Committee. The resident is responsible for keeping an electronic record of all correspondence with the ACVSMR Credentials and Residency Committee and the College in case any questions arise regarding submission dates or materials.
11. THE CREDENTIALS SUBMISSION PROCESS

Eligibility
All residents and candidates must apply to the ACVSMR Credentials and Residency Committee for acceptance of final credentials and approval to take the certifying examination. All residents and candidates submitting final credentials for examination must have completed or be in the final year of completing an ACVSMR-approved academic residency training program, be current on all training requirements as detailed in the most current version of the Academic residency guidelines, and must apply to the ACVSMR Credentials and Residency Committee using the academic residency credentials application.

In addition, the resident or candidate must have published or have received final acceptance for publication of one first-authored, hypothesis-driven manuscript in a peer-reviewed journal. The topic of the article should be relevant to sports medicine or rehabilitation. If a resident or candidate is in doubt about the suitability of an article or journal, they should contact the chair of the ACVSMR Credentials and Residency Committee at least 90 days prior to the deadline for receipt of the academic residency credentials application for a ruling.

Application for Acceptance of Credentials
The candidate must include the following items in their academic residency credentials application:

a. A completed academic residency credentials application form (Appendices – Academic residency credentials application).

b. An application fee of $350 (US).

c. Current curriculum vitae that includes teaching, research, clinical experience, and a list of current publications.

d. A copy of your veterinary medical diploma.

e. A copy of your veterinary medical license (as applicable).

f. A copy of your residency certificate.

g. One original peer-reviewed, hypothesis-driven publication in the field of sports medicine or rehabilitation for which the applicant is first author. If the manuscript is not yet in print, then a letter indicating unconditional acceptance of the manuscript by the journal editor needs to be included together with an electronic copy of the manuscript.

h. Five clinical case studies in the field of sports medicine or rehabilitation. One of these studies is suggested (but not required) to be a clinical case series of similar diagnoses and treatment.

i. Three letters of recommendation, one of which must come from your ACVSMR program supervisor that states adequate completion of your residency and the date completed.

The complete electronic copy of the completed academic residency credentials application form, including signatures and the required fee, must be received by the ACVSMR Credentials and Residency Committee by October 1st of the year prior to that in which the resident or candidate wishes to take the examination. All submissions must be submitted electronically by the deadline date. Late, incomplete, or incorrectly formatted credentials applications will not be reviewed, and the resident or candidate will need to reapply the following year. Credential application fees will not be refunded if the resident or candidate is determined not eligible to take the examination.

The ACVSMR Board of Directors upon recommendation by the ACVSMR Credentials and Residency Committee makes eligibility rulings. Candidates will be notified of acceptance or provisional acceptance to take the ACVSMR certifying examination by 90 days after the
deadline for submission of the academic residency credentials application. The College requires that the candidate obtain and keep with their records written proof of electronic submission for use in case any questions arise regarding submission material or dates.

Reaplication
Upon failure to have their credentials approved, a candidate must rectify the stated deficiencies and reapply to the ACVSMR Credentials and Residency Committee to retake the certifying examination. They also must re-submit the academic residency credentials application and associated fee. For candidates reapplying to the ACVSMR Credentials and Residency Committee, the application must include all portions of the previous application that were not previously accepted, along with previous correspondence from the ACVSMR Credentials and Residency Committee. The candidate must include signed documentation of completion of all current skills and experience. A current signed ACVSMR supervisor statement must be included.

The ACVSMR Credentials and Residency Committee must receive these re-applications by October 1st of the year prior to that of the intended examination. The ACVSMR Board of Directors upon recommendation by the ACVSMR Credentials and Residency Committee makes final eligibility rulings and candidates will be notified whether they are eligible for examination no less than 120 days preceding the scheduled examination date.

12. CANDIDATE

Active Status
To remain on active status, all candidates must maintain and complete the most current requirements for knowledge, experience and skills. Candidates may NOT claim affiliation with the ACVSMR, in print or in any other format, until they are board certified in the College. They may only claim affiliation with their academic residency facility, i.e. “residency training program completed at ABC institution”. The term “ACVSMR eligible” is not to be used.

13. CERTIFYING EXAMINATIONS

Application
Candidates that have received approval of their credentials submission from the ACVSMR Credentials and Residency Committee must submit an application to take the ACVSMR board-certification examination along with the examination fee of $1,000 (Appendices – ACVSMR examination application). The ACVSMR Credentials and Residency Committee must receive this completed application by February 15th of the year of intended examination. Examination fees will not be refunded if the resident or candidate is determined not eligible to take the certifying examination. Individuals approved to take the certifying examination who wish to defer examination for medical reasons must petition the ACVSMR Credentials and Residency Committee.

14. LIST OF IMPORTANT TIMELINES AND DATES

Candidate
• Applicants must register with the ACVSMR Credentials and Residency Committee within 30 days after the start of their academic residency training program.
• ACVSMR academic residency training programs end on June 30th of each year.
• A resident must complete all training requirements and submit final credentials for the ACVSMR board-certification examination within 6 years of starting their academic
residency.

- **Annual Progress Reports.** The deadline for annual progress report submission is August 1st of each year, which covers the period of the previous July 1st through June 30th.

- A completed ACVSMR annual progress report form signed by the resident and the supervisor. A completed progress report, documenting training weeks and other requirements completed by the resident, as well as the resident's clinical case log. All supervisors must sign attesting to satisfactory completion of individual training weeks, experience, and skills requirements for credit to be granted. The resident is responsible for ensuring that the report is complete.

- **Final Progress Reports.** The ACVSMR Credentials and Residency Committee must receive a final report, detailing completion of all training requirements prior to June 30th, by September 1st of the year prior to that of the intended examination. The ACVSMR Credentials and Residency Committee will notify the resident and the ACVSMR Curriculum and Examination Committee of the acceptability of this final report at least 4 months prior to the examination.

- Application to the ACVSMR Credentials and Residency Committee for acceptance of final credentials and approval to take the certifying examination by October 1st of the year prior to that of the exam.

- Notification of eligibility to sit the exam by January 1st of the year during which the candidate will sit the examination.

- Reaplications to take the certifying examination to be submitted by October 1st of the year of intended examination.

- ACVSMR board-certification examinations will be held in mid-May 2012.

**ACVSMR Credentials and Residency Committee**

- Within 60 days of the applicant’s registration, the ACVSMR Credentials and Residency Committee will acknowledge the start of the new academic residency, ask for further information, or refuse to approve the applicant as a new resident.

- Notification of eligibility to sit the exam must be provided by November 1st of each year.

**Academic Residency Training Program**

- Training program applications are due by March 1st of each year.

- Training program annual updates are due by August 1st of each year.

15. APPENDICES

**Training Program Application Form**

Academic residency training program application

**Reporting Forms and Logs**

- **Reports**
  - Annual academic residency report
  - Annual residency facility report
  - Annual progress report
  - Final progress report

- **Logs of resident activities**
  - Immersion requirements log
  - Clinical case log
  - Experience requirements log
  - Skills requirements log
e. Seminar and Continuing education requirements log

Guidelines
Clinical case report guidelines

Credentials Submission
Academic residency credentials application

ACVSMR Board-Certification Examination
ACVSMR board-certification examination reading list
ACVSMR examination application