**Information brochure – ECZM – DRAFT 28.3.2013**

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**PART 1: General information**

Chapter 1: Introduction

The European College of Zoological Medicine (ECZM) is a non-profit organization and does not pursue commercial interests. It has a defined organization laid down in the constitution and by-laws (see website www.eczm.eu). The college is a member of the European Board of Veterinary Specialisation (EBVS).

Zoological Medicine is a discipline that integrates principles of ecology, conservation and veterinary medicine, and applies them to non-domesticated species of birds, reptiles, amphibians, mammals, fish and invertebrates within natural and artificial environments. Major areas encompassed by this field include

- Companion animal practice (birds, mammals, reptiles, amphibians, fish, invertebrates).

- Zoo animal medicine.

- Aquatic animal medicine (marine mammals, display fish)

- Environmental medicine (free-ranging wildlife, conservation medicine, ecosystem health, wildlife rehabilitation).

- Production medicine (farmed/ranched wildlife, game birds, aquaculture)

This Information Brochure contains information about requirements for admission to the College, a profile of the distinct specialties within this discipline, and application and examination procedures.

Within the broader field of Zoological Medicine , taxon- and discipline-related specialties are possible. Taxon- and discipline-based specialties will continue to be developed under the umbrella of the ECZM.

Currently, acknowledged specialties of the college are:

1. Avian Medicine and Surgery (Avian):

Since 1999, full recognition by the EBVS.

Diplomates of the taxon-based ECZM (Avian) work predominantly in clinical avian medicine and surgery, including species kept as pets (e.g. psittacines, passerines, backyard poultry), in zoos and aviaries (e.g. penguins, flamingos, ratites, waterfowl), and for sport (e.g. racing pigeons, raptors). Commercial poultry is not included.

1. Herpetological Medicine and Surgery (Herpetology):

Since 2009, provisional recognition by the EBVS.

Diplomates of the taxon-based ECZM (Herpetology) work predominantly in clinical reptile and amphibian medicine and surgery, including Crocodilia (crocodiles, gavials, caimans, and alligators), Sphenodontia (tuataras), Squamata (lizards, snakes, and worm lizards), Testudines (turtles, terrapins and tortoises), Anura (frogs and toads), Caudata or Urodela (salamanders, newts), and Gymnophiona or Apoda (caecilians).

1. Small Mammal Medicine and Surgery (Small Mammal):

Since 2009, provisional recognition by the EBVS.

Diplomates of the taxon-based ECZM (Small Mammal) work predominantly in clinical small mammal medicine and surgery, including rabbits, rodents (e.g. mice, rats, guinea pigs, chinchillas), small carnivores (e.g. ferrets), and non-conventional small mammals.

1. Wildlife Population Health:

Since 2009, provisional recognition by the EBVS.

Diplomates of the discipline-based ECZM (Wildlife Population Health) work predominantly with the diseases and health management of free-ranging wildlife (of any taxon) at the population level, including ecosystem health and conservation medicine.

1. Zoo Health Management:

Since 2012, provisional recognition by the EBVS

Diplomates of the discipline-based ECZM (Zoo Health Management) work exclusively with wild animals (of any taxon) kept in a zoological institution. Along with comparative medicine, restraint and anaesthesia, major components of this specialty are herd and flock health management, preventative medicine, and zoo management (welfare, housing, nutrition, shipment, legislation, captive population management).

ECZM Diplomates can use the designation “**Dip ECZM (*area of specialty*)** or “European Veterinary Specialist in Zoological Medicine (*area of specialty*)”. In case of a Diplomate being a member in two specialties, the latter is only possible for one chosen specialty and the choice has to be reported to the EBVS.

Chapter 2: Objectives of the College

Zoological Medicine is a discipline that integrates principles of ecology, conservation, and veterinary medicine and applies them to captive and wild non-domesticated animals within natural and artificial environments. The European College of Zoological Medicine (ECZM) is dedicated to excellence in furthering the health and well-being of non-domesticated mammals, birds, reptiles, amphibians, fish, and invertebrates.

The primary objective of the College is to advance Zoological Medicine and to increase the competency of those who practice in this field by:

a) Establishing standards for post-graduate training and subsequent authentication of veterinarians as specialists in Zoological Medicine through comprehensive examination.

b) Encouraging research and other contributions to knowledge relating to Zoological Medicine and promoting communication and dissemination of this knowledge.

c) Promoting Diplomates of the College as European Veterinary Specialists in Zoological Medicine (*area* *of specialty*).

d) Promoting Zoological Medicine within the veterinary profession, including the veterinary student curriculum.

e) Promoting continued improvement of practice standards and knowledge in clinical Zoological Medicine through continuing education, and self-assessment.

f) Promoting wise use and stewardship, responsible management, sustainability and conservation of captive and free-ranging zoological species and their habitats.

g) Promoting the prevention of zoonoses and other human diseases associated with zoological species.

h) Increase awareness of Zoological Medicine in the veterinary and allied professions, and the public by promoting the benefits that members of the College can bring locally, nationally and internationally on all issues relating to the health, welfare, diseases, zoonoses and biosecurity of non-domesticated species.

Chapter 3: Officers & committees

Information regarding committees, officers and contacts can be found on the college’s website at [www.eczm.eu](http://www.eczm.eu)

President:

Vice President:

Secretary:

Chairpersons of the Specialties:

Avian:

Small Mammal:

Herpetology:

Wildlife Population Health:

Zoo Health Management:

Chairpersons of the committees:

Exam committee:

Credentials committee:

Education committee:

Chapter 4: Basic requirements for being a Specialist

***General Requirements for being a Specialist***

The College Diplomate must meet the following criteria set out by the Executive Committee;

1) Spend at least 20 hours per week at the specialist level in the relevant specialty of Zoological Medicine. This can include clinical medicine, research, teaching, or other professional veterinary activities. Specialist recognition ceases when an individual has not practiced within the specialty for two continuous years or the equivalent of two years during any 5 year period. For any clinician who is genuinely active and meets the criteria in two specialties a Diplomate status in two specialties is possible. However, all Diplomates are re-credentialed every 5 years and are required to remain active to maintain their Diplomate status.

2) Practice in a center with adequate facilities for the relevant specialty. When the specialty is practiced at more than one location, there should be at least one location with adequate facilities.

***Requirements for Admission***

The constitution of the European College of Zoological Medicine (ECZM) has established the following requirements for active membership status. Detailed information for each specialty is given in Part 2 of this brochure. In general, the applicant should have:

1. graduated from a European Association of Establishments for Veterinary Education (EAEVE)-approved veterinary school. The Credentials Committee may excuse this requirement upon request.

2. a satisfactory moral and ethical standing in the profession. Evidence of professional or legal misconduct, such as misrepresentation or committed felony, may be reason for disqualification.

3. met all the required credentials and passed the procedures set by the ECZM by either being recognised as *De Facto* specialist within the provisional recognition period of each specialty (first 5 years) or by training and examination during a defined Residency training Programme, having successfully passed the examination by the College and certification by the Executive Committee of the College.

Chapter 5: Pre-condition for *De Facto* application

Diplomates recognised *De Facto* in a new specialty are not required to undertake a Residency Programme or submit to examination in order to become a Diplomate. *De Facto* recognition is possible for up to 5 years after the provisional approval of the relevant specialty by EBVS.

*De Facto* application periods:

* Avian: passed
* Herpetology, Small Mammals, Wildlife Population Health: April 17, 2014
* Zoo Health Management: April 21, 2017

No exceptions will be made for applications received after these deadlines.

To be eligible for application one must:

* have at least 7 years of experience in the relevant specialty,

- spend at least 60 per cent of his/her time in the relevant specialty (24 hrs/week). Any clinician who is genuinely active and meets the criteria in two specialties, then Diplomate status in two specialties is possible,

- have published at least 3 peer reviewed original scientific articles, relevant to your chosen specialty, in well-established international refereed journals (i.e. listed in the Science Citation Index from the Institute for Scientific Information [<http://admin-apps.webofknowledge.com/JCR/JCR?SID=1E6bJknLOLAf5iIF3be>], or in one of the refereed journals mentioned in the reading lists of each specialty) as first author, and at least 3 additional articles as co-author, excluding reviews and abstracts of proceedings. The listed papers should demonstrate breadth and depth of knowledge and contribution to the scientific field of the chosen specialty. Quality of research and publications are of paramount importance, with original research, retrospective or prospective clinical studies being most valued, and single animal case reports less so. Definition of case reports/series to be used for both de facto and re-credentialing purposes is to be: A case report is a publication that describes a unique veterinary aspect in ONE animal during a single temporal event, and that a case series describes TWO or MORE animals during either a single or over multiple temporal events,

- have presented original work, relevant to the chosen specialty, at national or international scientific meetings. The information should show activity and connection to Europe.

- be eligible to practice in Europe and have professional connection to Europe (Those from outside of Europe, which do not have a fully accepted degree in Europe, e.g. US, please contact the chairman of the credential committee for further information before submitting an application).

- have paid the application fee of €150,-. Application fees are not refundable if the application is unsuccessful, and that the provision of false documentation could result in removal of diplomate/specialist status and a complaint of unprofessionalism.

Detailed information on the requirements for the specialty Zoo Health Management and Wildlife Population Health are given in part 2.

Selection will be made based on a submitted CV including the above mentioned items, and also indicating how the candidate has achieved their expertise.

Chapter 6: Conditions for Residency Programmes

Three categories of candidates will be allowed to sit the examination:

1) Applicants who have completed a standard Residency Programme

2) Applicants who have completed an alternative Residency Programme

1. Applicants who meet all the requirements required for *De Facto* specialist status, but do not apply within the 5 year limit, may (following the approval of the Residency Programme by the Education and Residency Committee and of both –the proposed supervisor and Resident by the Credentials Committee) implement a Residency Programme. Following acceptance of the Resident’s credentials, both the Resident and supervisor become eligible to take the relevant specialty Dip ECZM examination together.

Prerequisites for standard Residency Programmes:

Candidates need to devote at least four years, by the end of their residency, to a training Programme in general veterinary education, training, and practice and to a pre-approved special education, training, and practice of the chosen ECZM discipline after the date of graduation from veterinary school. Training should be composed of at least 1-year internship (broader multi-disciplinary education), followed by a 2.5 – 3-year Residency (specialized training). The Residency Programme must be pre-approved by the Education and Residency Committee.

a) A first period should be a minimum of one year and must be an internship, or its equivalent, as defined by the Education and Residency Committee of ECZM. The internship can be substituted by a 2-year period in general practice as approved by the Education and Residency Committee and the Credentials Committee. Depending on the specialty requirements, this period of training should include the participation in an out of hours emergency service.

b) A second period (the Residency) shall comprise a two-and-a-half to three-year postgraduate training Programme under supervision of a Diplomate of the appropriate specialty of ECZM or their equivalent, as defined by the Education and Residency Committee of ECZM. The Programme Director should be an ECZM Diplomate in any specialty. This period is designed to educate the Resident in the art and science of Zoological Medicine as it applies to the relevant specialty. A minimum of 60 percent of the applicant’s time should be spent working in the relevant specialty.

Prerequisites for alternative Residency Programmes:

1. A first period should be a minimum of one year and must be an internship, or its equivalent, as defined by the Education and Residency Committee of ECZM. The internship can be substituted by a 2-year period in general practice as approved by the Education and Residency Committee and the Credentials Committee.
2. After the first period, the alternative Programme is based on four years (or its equivalent) in the relevant specialty of Zoological Medicine, with a minimum of 60 percent of the applicant’s time, such at the discretion of the Education and Residency Committee.

The alternative route is intended for practitioners for whom moving to another country, or for whom for other reasons a standard Residency is impossible. If an alternative Residency is proposed, a Programme must be suggested which is appropriate for the Resident, such that they achieve the required standard by the time of completion. The Programme will be considered by the Education and Residency Committee. An alternative Residency is most likely of longer duration compared to a standard Residency and certainly not shorter. The alternative training Residency must, at the discretion of the Education and Residency Committee, be equivalent to a standard Residency. An alternative Residency, as with any other, must be approved, by the Education and Residency Committee, prior to commencement.

The Residency Programme will focus on one specialty and prepare the Resident for examination in that discipline. Detailed information on the respective Programmes is provided in part 2 of this brochure.

A Zoological Medicine Residency Programme is a training Programme allowing a graduate veterinarian ("Resident") to acquire in-depth knowledge of Zoological Medicine as it pertains to the relevant specialty under the supervision and guidance of a Diplomate of the respective specialty of the European College of Zoological Medicine or its equivalent, as defined by the ECZM specialty Credentials Committee.

All applications for a residency are to be sent to the Secretary electronically. The secretary will forward the files to the chairman of the Credentials Committee. For credentialing of applications for a residency no fee has to be paid.

Applications should include:

- an application letter, including the name of the supervisor and the programme director (which may be the same person)

- an academic CV, including the graduate degree.

- reference letters have to be included from either the programme director of the internship
 or the supervisor(s) of the two years rotation in general practice, including details of the
 specific programme.

**6.1 Objectives of ECZM Residency Programmes**

**General objectives of the Training Programme are:**

- to promote aptitude and proficiency in Zoological Medicine , as well as its theoretical background.

- to instruct the Resident in the science and practice of Zoological Medicine and its supporting disciplines of the appropriate specialty.

- to provide the Resident with the opportunity to pursue career goals in teaching, research and/or specialty practice.

**6.2 Training Programme description:**

A Zoological Medicine Residency Programme shall consist of a period of two-and-a-half (2½) to three (3) years (depending on the duration of the internship and the requirements of the specialty) of supervised training, postgraduate education, and experience in the science and practice of the specialty within the field of Zoological Medicine and its supporting disciplines under the supervision of at least one (1) Diplomate who participates actively in that Programme or its equivalent, as defined by the Education and Residency Committee of the specialty within the ECZM. Prospective Residents will be required to have undertaken broad training and experience in their supporting discipline, which must be attained by participation in an internship of 12-18 months duration or its equivalent, as defined by the Education and Residency Committee of ECZM. Post-graduate degree studies may be included in the Programme; however, at least 60% of the time in that combined post-graduate degree Residency Programme must be allocated to case responsibility. Continuing education Programmes as the sole method of training will not meet the requirements of certification as a Diplomate.

More detailed information with respect to requirements for the two-phased training Programme in each specialty is given in part 2 of the Information Brochure for each specialty separately.

6.3 Participation of Diplomates of the European College of Zoological Medicine in the respective specialty Residency Programmes:

1. Each Programme, must be supervised by at least one (1) Diplomate who acts as director of the Residency Programme (Programme Director).The Programme Director shall be responsible for the administration and continuity of the Programme and the Programme Director must be a Diplomate of the ECZM, but not necessarily of the specialty. Both responsibilities can be assumed by one diplomate.

2. One Diplomate may be responsible for up to three (3) Residents concurrently (Responsible Supervisor).

3. Daily supervision is required, although it does permit the intermittent absence of the supervising Diplomate or the Resident for vacations, meetings, days off, etc. Supervision must include consultations, case discussions, and case management with actual cases, where appropriate depending on the specialty. Daily supervision is performed by an ECZM Diplomate of the respective specialty (Responsible Supervisor) after instruction has been provided by the Programme Director. The Residency supervisor must be an ECZM Diplomate of the relevant specialty. Exceptions can be made by the Education and Residency Committee in the process of approving the Residency Programme. Any subsequent changes need to be pre-approved by the Education and Residency Committee.

4. Residents must meet with the Responsible Supervisor at least twice yearly for evaluation of performance and progress. When the Resident has multiple supervisors, this meeting should be preceded by a meeting among the supervisors.

**6.4 Responsibilities of participants of a Residency Programme**

A. The Programme Director is responsible for:

1. Verification of pre-Residency training, and presence of suitable facilities, equipment, and supplies prior to Programme initiation.

2. The Residency Training Programme and facilities shall be approved for the respective specialty (by the Education and Residency Committee) and must be inspected prior to the start of the Residency Programme.

3.Two or more Diplomates (as appointed by the Education and Residency Committee), of which one is preferably from the same country as the Residency site, may visit the Residency facility to observe procedures, equipment, records, etc. A standard verification form will be used for these inspections (see website). The Residency Institution is obliged to pay the costs of inspection if the Residency facility is not approved. If the facility is approved, the college will pay for the inspection.

4. At the discretion of the Education and Residency Committee, further inspections may be carried out, if the Programme Director changes, if the Residency changes site, ten years after initial approval or previous inspection (or at any 10 years thereafter) or if any two successive Residents do not pass, or fail to present themselves for examination.

B. The Programme Director must ensure that candidates satisfy minimum entry requirements (see IIIA). This includes

1. verification of the:

* A Curriculum Vitae
* B evidence of qualification as a veterinary practitioner
* C evidence that the applicant has completed the first part of the Training Programme

2. Submission of copies of the verified pre-Residency training to the Credentials Committee. An outline of the Programme and facilities are submitted for approval to the Education and Residency Committee, before the Resident begins the proposed Programme.

C. The Responsible Supervisor is responsible for

1. Verification of semi-annual progress and performance evaluations

2. Verification of the various logs maintained by the Resident (depending on the specialty requirements)

D. The Resident is responsible for:

* Downloading of the documentation and verification forms.
* Maintenance of the various logs required by the specialty (depending on the specialty requirements).
* Documentation of training.
* Submission of copies of the verified logs to the Chair of the Education and Residency Committee of the European College of Zoological Medicine on 1st January and 1st July each year.
* Candidates participating in an ECZM-approved Residency Programme must still apply for approval of their credentials by the Credentials Committee, prior to applying to the Secretary of ECZM by Jan 1st, for permission to sit the examination that calendar year.
* Annual Residency Assessment by the Resident, utilizing the standard evaluation form as located on the web site.
* 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.

More detailed information with respect to requirements are given in part 2 of the Information Brochure for each specialty separately.

**6.5 General Requirements for Facilities, Services, and Equipment**

A. Library: a library containing recent textbooks and current journals relating to the respective specialty and its supporting disciplines must be readily accessible to the Programme participants (working collection).

B. Records: records must be maintained as stipulated by the Residency curriculum of the relevant specialty.

More detailed information with respect to requirements for each specialty are given in part 2 of the Information Brochure for each specialty separately.

Chapter 7: Application for qualifying examination

All potential applicants must inform the ECZM Examination Committee Chair of their intent to apply for the qualifying examination 1 year prior to their anticipated date of application. This will allow the ECZM Examination Committee Chair to forward all pertinent information required for the application process and the examination. Applicants must submit all in press and published manuscripts and written evidence of other fulfilled requirements to complete their credentials to the Executive Secretary before November 1st of the year prior of their anticipated examination. The ‘period of the training Programme’ must be completed at least 2 months before the anticipated examination date, in order for examination of the candidate to be permitted in that calendar year. **Late or incomplete applications will not be considered**. The dates of examination will be posted on the website at least nine months in advance.

All candidates must submit the standard application form of the College (available from the website and/or the ECZM Examination Committee chair) together with other required documents together with the **Application Fee** (see chapter 10). The Credentials Committee must verify the successful completion of a standard Residency or alternative training Programme. If the Credentials Committee is satisfied with the Examination application, the candidate will be notified by the chairperson of the Credentials Committee and should then submit a completed examination application form (available from the website and/or the ECZM Examination Committee chair), together with the **Examination Fee** (see chapter 10), by January 1st of the year they will be sitting the exam. When the candidate has been credentialed and paid the examination fees they are to forward contact information to the ECZM Examination Committee Chair.

The responsibility for accuracy and availability of all required credentials rests with the applicant. The following materials must be submitted electronically to the Executive Secretary:

1. Complete Application Form - available from the website and/or the ECZM Examination Committee chair
2. Curriculum Vitae - The Curriculum Vitae should follow the format as given on the website
3. There must be (a) letter(s) from the Programme Director and Supervisor(s) of each institution involved in the Zoological Medicine Training Programme. All letters must be from persons familiar with the candidate's postgraduate zoological medical training Programme and mailed directly to the Executive Secretary by the referee. Requests by the applicant for reference letters should be made early so as to assure that these letters are received by the Executive Secretary on or before the application deadline (November 1st of the year prior to the examination). It is the applicant's responsibility to see that all letters are sent to the Executive Secretary on time. The Credentials Committee is responsible for absolute discretion and confidentiality regarding the reference letter(s). 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 specialty Zoological Medicine Training Programme and level of supervision.

b. The applicant's proficiency, judgment, and competence as a specialty Zoological practitioner and readiness to sit the examination.

c. The commitment of the applicant to the constitutional objectives of the ECZM.

d. The moral and ethical standing of the applicant within the veterinary profession.

4. Documentation logs: The completed and verified logs required by the specialty (see Part 2) must accompany the application:

5. Case Reports: The specified number (see Part 2) of Case Reports or surgical cases personally handled (relating to a case in their own specialty), with a maximum of 1500 words each, which give an impression of analytical approach of the candidate.

6. Publications: Original peer reviewed papers from within the candidate’s specialty, number as required for the specialty (see part 2) published (or fully accepted for publication as evidenced by a letter from the editor).

7. Previous correspondence relating to the training Programme and application.

8. Examination fee: The application will not be evaluated or processed without the credentialing fee (see chapter 10) being paid in full. The examination fee is not refundable. If any portion of the application has to be re-submitted the entire fee will be re-assessed.

If the credentials are accepted by the Credentials Committee and approved by the ECZM Executive Committee, the applicant will be notified by the Executive Secretary at December 1st of the year prior to the examination. The Chair of the Examination Committee will notify successful applicants of the dates and procedure of the examination by February 1st of the year of the examination.

Unsuccessful applicants will be notified at December 1st of the year prior to the examination by a letter explaining the deficiencies in credentials. A subsequent reapplication must include resubmission of credentials and a new application form, an updated Curriculum Vitae, relating correspondences, and the application fee. The application materials must be presented in the manner previously described.

All correspondence regarding the application procedure and notification should be addressed to the Executive Secretary. All submitted application materials become the sole property of the ECZM and will not be returned to the applicant.

Dates & Deadlines:

November 1st: Credentialing applications must be submitted if the candidate is to be considered for examination in the following calendar year. (Credentialing fees are detailed in Addendum A).

December 1st: Candidate will be informed if they have passed the credentialing process in order to sit the ECZM qualifying examination in the following calendar year.

January 1st: Applications to sit the examination must be made in the year they expect to sit the examination. Details of examination fees are shown in Addendum A.

February 1st: Credentialed candidates will receive information regarding location and time of ECZM qualifying examination from ECZM Examination Committee Chair along with the specific order of Part I and Part II of the examination.

March/April/May: ECZM qualifying examination to coincide with ECZM Annual General Meeting (AGM). Test results will be provided to each candidate within 24 hours of the examination. Candidates will be provided a test comment form that must be filled out within 1 month following the examination.

For new ECZM Diplomates to receive their board certification certificate they must submit ten multiple choice questions and two practical questions with properly referenced answers (i.e. references to the literature from the designated specialty reading list).

Chapter 8: Qualifying examination

The examination will test all aspects of the relevant specialty of Zoological Medicine and may be composed of three sections.

1. The written section consists of multiple choice questions with one correct answer and four distractors and/or essay questions.

 The examination consists of 100 multiple choice questions.

* 1. Each question will be worth 1 point with a point total of 100 points.
	2. The pass mark will be set at 65%.
	3. Each multiple choice item consists of two parts: the stem and the responses. The stem is the introductory statement or question. The responses are suggested answers which complete the statement or answer the question asked in the stem, only one of which is the correct answer. For each question, there should be one correct response, and 4 distractors. The correct answer should always be listed as the first choice on the submitted questions. Each question should have an appropriate reference. All references should come from the most current reading list.
	4. All questions in the examination must come from the ECZM Examination Database (MCQ), new questions submitted by diplomates, or questions of the previous examination.
	5. The examination is 3 hours in duration only, with no perusal time.
	6. Indicate the correct or best answer by circling the letter preceding the responses with black or blue ink.
	7. The questions and answers should be handed in after completing the examination.

2. A practical/written section of the exam is designed to test interpretive skills.

a. The practical portion of this examination is composed of short answer questions that relate to a photograph or radiograph of clinically applicable material. There are 27 questions with 3 parts for each question on the practical examination. Each question is 10 points each section having a point value of 3-3-4. The total point value of the practical examination is 270 points. Pass mark will be 65% or 175.5 points. Each question should have 3 parts, each requiring a short answer. There will be 3 questions (with their respective 3 parts) at each station with 9 total stations. Examinees will move from station to station on a timed basis of 20 minutes/station. The last 20 minutes will be given for them to go back to any of the stations.

b. The questions should represent clinical material at an appropriate level for this exam. The slide / photograph, cadaver, radiographic, live case, and/or other specimens evaluation should be clear and may demonstrate gross or histopathology of a disease, clinical case, radiographs or other diagnostic test for interpretation and / or surgical or endoscopic views of a lesion. The answer must be written out by each author of the question and must include references from the recommended reading list. The figure(s) should be attached to the question(s) in a permanent manner.

All examination questions will be referenced from relevant resources established by the candidate’s particular specialty within the ECZM. The resources may or may not be specific to a particular “reading list” established by an ECZM specialty. The reading list and the examination is only given in English; however, the use of dictionaries or an interpreter during the oral examination is permitted, with prior approval by the examination committee.

Successful candidates are obliged to submit ten multiple choice questions and two practical questions with properly referenced answers. Model examination questions may be accessed on the web site.

Candidates must pass the examination within eight years of being notified that they have satisfied the credentials process, and may sit the examination on four (4) occasions only. Failure to satisfy either of these requirements necessitates that the candidate goes through the credentials process again and additional periods of training and/or experience may be required by the Credentials Committee. The second approval by the Credentials Committee will be reviewed annually, the incoming Examination Committee chairperson and the incoming Credentials Committee chairperson having the option of recommending reapplication on a yearly basis.

Reapplication credentials must include:

1. A written outline of the applicant's self-evaluation and his/her remedy to correct the notified deficiencies.

2. A completed application form

3. An updated Curriculum Vitae should be provided. An addendum should reflect training and experiences directed toward correcting the deficiencies as noted by the report from the Examination Committee.

4. At least one letter of reference. These letter(s) should specifically address the efforts taken by the applicant to correct the deficiencies of previous examinations.

5. At least one additional major publication in the field of the relevant specialty in Zoological Medicine, with the applicant being the first author is required. The publications must have been published or at least fully accepted for publication (proof must be provided) by an internationally refereed scientific journal (i.e. mentioned in the Science Citation Index or one of the journals mentioned in the reading list [see Appendix]). The publication must be less than five years old at the date of the current application deadline.

6. All relating correspondence should be provided. This should include a list of all dates of previous applications and appropriate correspondence.

Credentials of candidates who pass the examination will be forwarded to the President by the Chairperson of the Examination Committee.

Examination fee:

a. Taking part in the examination is not possible if the fee is not paid at the time of application. The deadline for the latter is March 1st in the year of anticipated examination.

b. The examination fee is non-refundable

c. If a candidate has to sit for an examination for another occasion, the full examination fee will be due before each attempt.

Chapter 9: Re-evaluation

After each 5-year-period, each Diplomate shall provide validation that they may continue their Diplomate status. Any Diplomate failing to achieve sufficient points may alternatively re-sit the examination. Approved conferences are listed in the part 2. Please note that recognition of all not listed conferences must be validated with the Education and Residency Committee. All Diplomates are advised to maintain a log throughout the period.

The registration ceases by default when:

 - the specialty is practiced at a level of less than 50 percent of time in their specialty (i.e < 20 hours/week) in a center with adequate facilities for the relevant specialty

- the specialty has not been practiced, for reasons other than those being reasons for temporary or permanent suspension, for two continuous years or the equivalent of two years during a period of 5 years

- the active Diplomate has not attended the AGM for three consecutive years without previous dispensation of the Executive Committee

- the Diplomate did not prepare a minimum of five, by the examination committee approved, multiple choice questions and two, by the examination committee approved, practical questions without previous dispensation of the Executive Committee

These Diplomates are awarded a **Non-Practicing Diplomate** status (Art 5.8 ECZM constitution).

The College has established a standard procedure (see website) by which the requirements for membership are re-evaluated on a periodic basis. Re-evaluation is performed electronically via the website based on a standardised points system (see website). This procedure meets the requirements as established by the European Board of Veterinary Specialisation (EBVS).

Chapter 10: Dues and Fees

Active Diplomate annual fee (per diplomate, not per diploma) € 150,00

Non Practicing Diplomate annual fee € 100,00

Retired Diplomate annual fee € 100,00

Honorary Member No Fee

Credentialing to start Residency No Fee

Credentialing for Examination € 150,00

Examination Fee € 450,00

Credentialing for return from Non Practicing to Active € 200,00

Visitation and Inspection of potential Residency Training Facility: expenses\*

\*Applicants for new Residency training facilities are expected to pay reasonable expenses to accommodate the ECZM inspection party. These fees can be refunded by ECZM upon successful acceptance as an approved Residency facility.

Chapter 11: List of documents available on the website for download

* Application form (for credentialing) for the examination
* Case log forms – Resident case record form that is still on the website as word document is obsolete
* Resident report
* Supervisor report
* Residency facility visitation form
* Residency facility visitation check list
* MCQ template – needs to be reviewed
* Practical question template – needs to be reviewed
* Re-evaluation form
* Application form for de facto recognition

PART 2: Specialty information (specialty)

 Chapter 1: Introduction

 Chapter 2: Specific objectives of the Residency Programme

 Chapter 3: Specific prerequisites for the Residency Programme

 Chapter 4: Qualifying examination (including application, exam)

 Chapter 5: Specific information on re-evaluation, if applicable