

# NOVA VET TECH MENTOR ACKNOWLEDGEMENT

Student's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Student ID: \_\_\_\_\_ Program Lab Preference (circle one): On Campus or Online

We are excited to have you on board and look forward to building a relationship with you, your mentee, and the veterinary community. If you have any questions about being a mentor, please reach out to Dr. Nora Glaser, Program Head at [nglaser@nvcc.edu](mailto:nglaser@nvcc.edu).

## Program Overview

- All students are required to work at a veterinary facility during their time in the Program. Each semester:
  - Part-time students are required to work an average of 20 hours per week.
  - Full-time students are required to work an average of 10 hours per week.
- Students have the option of attending the program full-time or part-time and can choose between on-campus and online coursework.
  - Students in On-Campus Lab Courses:
    - Usually have fewer than six months of experience as a veterinary assistant or hold other roles within the hospital (CSR, Kennel Attendant).
    - Receive instruction and assessment of all hands-on skills through lab courses.
    - May require additional coaching and instruction to master hands-on skills.
  - Students in Online Lab Courses:
    - Usually have 1-2 years of experience as a veterinary assistant.
    - Receive instruction for all hands-on skills and onsite assessment of select skills via labs and/or field trips; however, most skills are filmed at the student's clinic. Uploaded video recordings are assessed by NOVA faculty using NOVA's essential skills rubrics.

## The Role of the Mentor

- The mentor is encouraged to talk with the student about what they're learning in class and, whenever possible, to provide additional opportunities for the student to practice skills they've recently completed.
- For Online Lab Courses:
  - Once a student communicates what is being taught in a course, the mentor should consult the skills and equipment lists to determine whether video recordings at the clinic are feasible for that course (examples: obtain a vaginal smear, place a urinary catheter, place a feeding tube, perform dental x-rays, etc.).
  - The mentor must be present during all video recordings of hands-on skills; however, to avoid office disruptions, the mentor may ask the student to come in outside of business hours/on personal time to complete these recordings.
  - If videos cannot be recorded due to limited equipment and/or mentor availability, the mentor should communicate this to the student so that the student can switch into an on-campus lab prior to the add/drop deadline.
- When the student graduates, the mentor will be asked to complete a survey.

As a mentor, I understand the responsibilities and requirements of being a mentor to a NOVA Vet Tech student who takes lab classes either on campus or online. I also acknowledge that agreeing to mentor an online student means that I have the time and resources to support them in filming the skills required for online lab video assessments.

Practice Name: \_\_\_\_\_

Mentor's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Mentor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_