



## Great Oaks Veterinary Assisting Essential Skills Profile

This profile provides an outline of the skills required for successful completion of this career program. Additional information is located on the Great Oaks website at <http://hs.greatoaks.com/essential-skills-high-school-programs/> and selecting the corresponding career program.

### Recommended Work Keys Scores for Veterinary Assisting

Applied Mathematics-3	Locating Information-3
Reading for Information-4	

\*Practice tests and more information at [www.act.org/workkeys](http://www.act.org/workkeys)

Essential Skills Needed to Successfully Complete the Program			
<b>Rating Key:</b>	<b>Low = Slightly Essential</b>	<b>Medium = Essential</b>	<b>High = Very Essential</b>

Key Vocational Factors		Rating
Visual Acuity	The ability to detect differences/details visually	High
Depth Perception	The ability to detect the physical distance/depth of objects in space and time	High
Oral Communication	The ability to express/explain ideas.	High
Oral Expression	The ability to verbally explain and express self in an intelligible manner so others will understand	High
Written Communication	The ability to communicate in a written format and record information accurately	High
Physical Mobility/Strength	Standing, stooping, bending, restraining/holding animals, and lifting animals/cages weighing more than 20 pounds. Move around a lot.	High
Safety Understanding	Able to comprehend hazards of working with animals, diseases, blood/animal fluids, tools, materials, equipment, and environmental conditions; able to wear personal protective equipment suitable for task	High
Auditory Acuity	The ability to detect differences in pitch/sound	Medium

Worker Trait Skills	Rating
Ability to get along with others	Medium
Ability to work independently, without close supervision	High
Ability to work toward work including tasks of minimal interest	High
Ability to stick to assigned task to a positive/expected conclusion	High
Ability to follow and retain:	
Multi step oral instructions	Medium
Written instructions/technical manuals-multi step	Medium
Simple to complex diagram instructions	Medium
Visual models or demonstrated instructions	Medium

Ability to use tools of trade (blades, clippers, grooming clippers, muzzles, x-rays, etc.)- various scientific measuring instruments and the computer	High
Ability to use numerical data (count, measure, compute, etc.) in applied setting	Medium
Ability to discriminate between objects of similar:	
Size	High
Shape and color	Medium
Spatial Relationship	Low
Dexterity-Fine finger/motor	High
Ability to organize work process/follow defined procedures	Medium
Coordination (eye-hand)	High
Able to sequence events or follow a sequence as necessary	High
Active Listening: Give full attention to what other people are saying, taking time to understand the points being made, asking appropriate questions and not interrupting	High
Critical Thinking: Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.	High
Reading Comprehension: Understanding written sentences and paragraphs in work related documents.	High
Monitoring: Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.	High

<b>Reading Skills *See Recommended Work Keys Scores</b>	
Grade level	12.0 text passage readability
<b>Math Skills *See Recommended Work Keys Scores</b>	
Counting-Recording-Comparing-Calculating	Whole numbers and decimals
Calculating Fractions, decimals, ratios, order of operations	Pre-Algebra/Geometry

### **Additional Abilities Required**

<b>Oral Expression</b>	The ability to communicate information and ideas in speaking so others will understand.
<b>Deductive Reasoning</b>	The ability to apply general rules to specific problems to produce answers that make sense.
<b>Oral Comprehension</b>	The ability to listen to and understand information and ideas presented through spoken words and sentences.

### **Additional Considerations**

Strong memorization skills	Handle chemical and animal smells and contacts
Consideration and understanding of allergies such as pet/animal/hay	Handling excrement, getting dirty, urine, and other conditions associated with working with animals
Handling unfamiliar, dangerous, large, and small animals	Enjoy Math and Science

### Knowledge Required in Veterinary Assisting

<b>Customer and Personal Service</b>	Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
<b>Biology</b>	Knowledge of plant and animal organisms, their tissues, cells, functions, interdependencies, and interactions with each other and the environment.
<b>English Language</b>	Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

### Veterinary Assisting Activities

Hold or restrain animals during exams or procedures.	Clean and sterilize instruments, equipment, or materials.
Care for and monitor the condition of animals recovering from surgery.	Maintain controlled drug inventory and related log books.
Administer emergency first aid, such as performing emergency resuscitation or other lifesaving procedures.	Perform laboratory tests on blood, urine, or feces, such as urinalyses or blood counts, to assist in the diagnosis and treatment of animal health problems.
Observe the behavior and condition of animals and monitor their clinical symptoms.	Prepare and administer medications, vaccines, serums, or treatments, as prescribed by veterinarians.
Collect, prepare, and label samples for laboratory testing, culture, or microscopic examination.	Prepare animals for surgery, performing such tasks as shaving surgical areas.
Discuss medical health of pets with clients, such as post-operative status.	Provide veterinarians with the correct equipment or instruments, as needed.
Take animals into treatment areas and assist with physical examinations by performing such duties as obtaining temperature, pulse, and respiration data.	Maintain laboratory, research, or treatment records, as well as inventories of pharmaceuticals, equipment, or supplies
Prepare treatment rooms.	Schedule appointments and procedures for animals.
Clean kennels, animal holding areas, surgery suites, examination rooms, or animal loading or unloading facilities to control the spread of disease.	Provide information or counseling regarding issues such as animal health care, behavior problems, or nutrition.
Dress and suture wounds and apply splints or other protective devices.	Maintain instruments, equipment, or machinery to ensure proper working condition.

Give enemas and perform catheterizations, ear flushes, intravenous feedings, or gavages.	Provide assistance with animal euthanasia and the disposal of remains.
Bathe animals, clip nails or claws, and brush or cut animals' hair.	Conduct specialized procedures, such as animal branding or tattooing or hoof trimming.
Fill medication prescriptions.	Prepare feed for animals according to specific instructions, such as diet lists or schedules.
Administer anesthetics during surgery and monitor the effects on animals.	Examine animals to detect behavioral changes or clinical symptoms that could indicate illness or injury.
Assist veterinarians in examining animals to determine the nature of illnesses or injuries.	Administer medication, immunizations, or blood plasma to animals as prescribed by veterinarians.
Prepare surgical equipment and pass instruments or materials to veterinarians during surgical procedures.	Perform routine laboratory tests or diagnostic tests, such as taking or developing x-rays.
Exercise animals or provide them with companionship.	Dust, spray, or bathe animals to control insect pests.
Perform accounting duties, such as bookkeeping, billing customers for services, or maintaining inventories.	Write reports, maintain research information, or perform clerical duties.

### Technology

Word processing software	Office suite software
Medical software	Data base user interface and query software
Calendar and scheduling software	

### Available Certifications

Occupational Safety and Health Administration-Healthcare-OHSA 10-hour (1 point)	CPR/First Aid Certification (1 point)
Animal Care Technologies Certification (ACT)	Pet CPR and First Aid
Emergency Care and Safety Institute-ECSI	

### Possible College Credits

College Credit Plus in English, Math, Social Studies, or Science	Must be preapproved. Must pass a college course at an Ohio college or College Credit Plus class at Great Oaks.
Articulated Credit	Great Oaks has agreements with certain colleges that may give you credits for a specific degree. Possible agreements are: <ul style="list-style-type: none"> <li>• Clark State Community College (Agriculture Business, up to 6 credit hours possible)</li> </ul>

	<ul style="list-style-type: none"> <li>• Southern State Community College (Agriculture Production, up to 4 credit hours possible)</li> <li>• Wilmington college (Agriculture, 2 hours possible)</li> <li>• UC Blue Ash (Veterinary Technology, up to 3 credit hours possible)</li> </ul>
NOCTI	This credit is obtained if you scored a 70% or above on the NOCTI Small Animal Science and Technology (up to 3 credit hours possible). An official transcript is available upon request.
Career Technical Credit Transfer	<p>The Ohio Transfer to Degree Guarantee helps career and technical students transfer credits earned in high school to community college or four-year degree programs. The credit can be used at any Ohio public college or university:</p> <ul style="list-style-type: none"> <li>• If you successfully completed your career-technical program and passed certain required assessments.</li> <li>• If you attend a similar program at a public Ohio college or university.</li> <li>• For more information, go to <a href="http://www.transfercredit.ohio.gov">www.transfercredit.ohio.gov</a>.</li> </ul>

\*Additional college or post-secondary education may be required in this field

**Possible Career Pathways**

Veterinary aide	Veterinary technician
Lab technician	Veterinarian