



## 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 WorkKeys® Scores for Veterinary Assisting

Applied Mathematics-3	Graphic Literacy-3
Workplace Documents-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:		
Multistep oral instructions		High
Written instructions/technical manuals - multistep		High
Simple to complex diagram instructions		High
Visual models or demonstrated instructions		High

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 WorkKeys® Scores Above</b>	
Grade level	12.0 text passage readability
<b>Math Skills *See Recommended WorkKeys® Scores Above</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.
Observe the behavior and condition of animals and monitor their clinical symptoms.	Provide veterinarians with the correct equipment or instruments, as needed.
Prepare and label samples for laboratory testing, culture, or microscopic examination.	Prepare animals for surgery, performing such tasks as shaving surgical areas.
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.	Examine animals to detect behavioral changes or clinical symptoms that could indicate illness or injury.
Provide assistance with animal euthanasia and the disposal of remains.	Maintain instruments, equipment, or machinery to ensure proper working condition.
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.
Assist veterinarians in examining animals to determine the nature of illnesses or injuries.	Perform routine laboratory tests or diagnostic tests, such as taking or developing x-rays.
Prepare surgical equipment and pass instruments or materials to veterinarians during surgical procedures.	Dust, spray, or bathe animals to control insect pests.
Exercise animals or provide them with companionship.	Write reports, maintain research information, or perform clerical duties.
Perform accounting duties, such as bookkeeping, billing customers for services, or maintaining inventories.	

### Technology

Word Processing software	Office Suite software
Medical software	Data Base user interface and query software
Calendar and scheduling software	

### Available Certifications

OHSA 10 for Healthcare (1 point)	CPR/First Aid Certification (1 point)
Animal Care Technologies Certification (ACT)	Pet First Aid & Disaster Response Certification
Industrial Forklift Operations	

### 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> <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>
Career Technical Credit Transfer	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: <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> </ul> <p>For more information, go to <a href="http://www.transfercredit.ohio.gov">www.transfercredit.ohio.gov</a>.</p>

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

### Possible Career Pathways

Veterinary Aide	Veterinary Technician
Lab Technician	Veterinarian