



## Changes at the Council



David Bayvel (left), Nick Twyford and Helen Beban

The Council welcomes **David Bayvel** as the new VCNZ Chair and **Nick Twyford** as the new VCNZ Deputy Chair.

Two other veterinarians were newly elected to the Council for three years in the VCNZ elections held in November 2013. They are **Jeff Grimmert** and **Ian Robertson**.

**Helen Beban** has been appointed to the new role of Professional Advisor within the VCNZ office. The purpose of the role is to provide professional advice and support to Council, Council staff, veterinarians and members of the public on professional standards issues and to assist Council in meeting its strategic communication and professional standards objectives.

See [www.vetcouncil.org.nz/news.php](http://www.vetcouncil.org.nz/news.php) for further details

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## Minimum Practising Standards

You will need to declare your compliance with Minimum Practising Standards (MPS) for the issue of an Annual Practising Certificate (APC) from 2015 onwards. Part of the impetus for this is a desire to clearly identify the requirements and raise professional standards in deficient practices.

The proposed initial MPS are drawn from the Code of Professional Conduct (the Code) and have been chosen because they are considered to be the most important for protecting the public interest. These are set out in checklist form and are available on the VCNZ website at [www.vetcouncil.org.nz/minPractStandards.php](http://www.vetcouncil.org.nz/minPractStandards.php).

The purpose of the MPS checklists is to:

- educate veterinarians on the key requirements;
- provide the basis for veterinarians to monitor their own practise;
- better inform the annual declarations

veterinarians currently make at APC renewal on their compliance with the Code;

- provide clear information to practice owners on the required standards;
- summarise the standards by which VCNZ can evaluate a veterinarian's conduct and performance; and
- assure the public that standards are in place and monitored.

You are encouraged to use the checklists to undertake a voluntary self-assessment of compliance with the Code prior to their formal introduction in 2015. We welcome any comments that you might have. CPD points are able to be claimed if the completed checklist is retained with other evidence of CPD activity.

*Forward any comments on the proposed MPI checklists to Council:*

[vet@vetcouncil.org.nz](mailto:vet@vetcouncil.org.nz) by 15 August 2014

From 2015, a number of randomly selected veterinarians will be visited by a VCNZ appointed veterinarian to confirm the MPS compliance declarations they make in their practising certificate applications.

One of the challenges facing VCNZ is that the Act only provides jurisdiction over individual veterinarians, not veterinary practices or the non-veterinarian owners of some practices. Some veterinarians may have difficulty complying with minimum standards if the practice they work in is poorly resourced and/or organised. Where concerns cannot be resolved, VCNZ needs to be notified.

You need to be familiar with the Code of Professional Conduct in order to make the MPS declaration for your APC in 2015. Use the checklists to help you achieve this understanding and also to ensure you are compliant. This is an important new requirement- don't wait until APC time to give MPS your careful consideration.

## First (pilot) CPD audits

Annual compliance monitoring (auditing) of the CPD undertaken in the previous three years occurs to assure Council that individual veterinarians are engaged in appropriate CPD as a means of enhancing the skills and knowledge needed to ensure their competence to practise.

The first audits will take place in September/October 2014. This will be a pilot audit and results, including feedback from the auditors and veterinarians audited, will be used to refine the process for future years.

The pilot audit will involve an audit of 2.5% of practising veterinarians; of these:

- 50% will be randomly selected
- the remaining 50% of vets will be selected on a targeted basis. Selection criteria will include scores on the following risk based criteria: zero or minimal CPD declared for the previous three years and a history of complaints or concerns where failure to keep current was an issue and recommendations were made. In the future this will be extended to any veterinarians whose CPD compliance audit outcome was "achieved with recommendations" (see section on outcomes of audit process below).

The compliance monitoring will be undertaken by suitably qualified and trained auditors.

We will contact veterinarians selected four weeks prior to their audit with guidance about the process.

### What do you need to do if selected?

You will need to complete and return a practitioner profile form together with copies of your CPD records for the previous three years ended 30 June. In the case of the first audits in 2014, you will be asked to send your CPD records for a 3.25 year period (1 April 2011 to 30 June 2014). This means that you will have the benefit of an additional 3 months to meet the 3 year requirements.

The system is flexible and will recognise the particular circumstances of individuals and employing organisations. Failure to meet the minimum category requirements may not necessarily result in action being taken provided you are able to demonstrate that you have maintained standards and taken steps to maintain your competence

and enhance your performance.

### What will the auditor be assessing?

The auditor will be assessing whether your CPD is appropriate to maintain your competence in your area of practice, regardless of whether this is in a clinical, educational, research, regulatory, management or consultancy role.

The audit process will be constructive and educative.

### Outcomes of the audit process

The CPD audit process will result in one of the following outcomes:

- a) Fully achieved – meets or exceeds audit requirements
- b) Achieved with recommendations – meets most of audit requirements: you will be asked to review the audit report and any additional information/recommendations provided to you for future development
- c) Not achieved – fails to meet audit requirements

If you satisfy the audit requirements you will have met the CPD requirements for your next annual practising certificate. This will be the outcome for most veterinarians.

In the event of concerns, the emphasis in the first instance will be rehabilitative and supportive, with Council working with you on ways to comply.

If you do not meet the CPD requirements, or have provided inadequate or misleading information, you will be required to submit supplementary material and may be required to discuss your options with Council.

**Do not leave it to the last minute to start recording your CPD. If you are required to produce records for a VCNZ compliance audit it will be difficult and time consuming to produce validated records retrospectively.**

For more information, see the revised CPD Information for Veterinarians at [www.vetcouncil.org.nz/documentation/CPDInformationforVets.pdf](http://www.vetcouncil.org.nz/documentation/CPDInformationforVets.pdf)

## Focus on Continuing Professional Development

VCNZ is responsible for protecting the public interest by ensuring that veterinarians are competent and fit to practise. One of the means to accomplish this is to ensure veterinarians are engaged in appropriate CPD. A declaration of the CPD points is part of a veterinarian's obligations when applying for an Annual Practising Certificate (APC).

For recertification in 2015 you will need to provide a self-declaration that you have met the Council's requirements relevant to your declared area/s of practice for the period 1 April 2011 to 30 June 2014. From 2016 you will need to provide a declaration regarding your CPD activities for the previous three years (ended 30 June).

You are required to collect a minimum of 60 verifiable and relevant CPD points over every 3 year period with a minimum of 15 points in each of the Collegial Learning Activity and Continuing Veterinary Education areas.

### What is Continuing Veterinary Education?

Continuing veterinary education (CVE) activities are structured learning opportunities which normally have defined educational aims and have some form of assessment or verification of participation by the provider, e.g. postgraduate courses; conferences, seminars and workshops; and online assessed learning. CVE can also include the learning associated with preparing formal presentations or peer-reviewed publications.

CVE activities provided, for example, by universities, colleges, NZVA (and comparable professional associations), organisations affiliated with the OIE (World Organisation for Animal Health) and large employers would normally meet these criteria.  
1 hour CVE = 1 CPD point

### What are Collegial Learning Activities?

Collegial learning activities (CLA) are planned or unplanned interactive engagement or exchanges with

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colleagues that result in learning. Collegial learning most often takes place in the local environment. It is interactive, outcome oriented and promotes reflective practice. Collegial learning may take place with veterinary or non-veterinary colleagues.

Engaging in reflective practice is associated with improved performance and professional and personal growth. Research in other professions indicates that the most effective CPD is that which is based on the individual's work environment.

1 hour CLA = 0.5 CPD points

### What are Self-directed Learning Activities?

Self-directed learning activities (SDL) involve individuals taking the initiative to update their knowledge and skills using available resources, often in response to a particular issue that has arisen.

Examples of self-directed learning include case/procedure research and review; preparatory reading and research for specific activities such as exam preparation, teaching and providing expert opinion; updating knowledge via journal and book reading, AV and web-based means and preparing articles for publication.

1 hour SDL = 0.5 CPD points

### Reflective record

This is a written summary of your reflections on what you learned from a CPD activity, and how this might benefit your practice. Completing a reflective record is highly encouraged for all activities, and can serve as verification/evidence where this is not otherwise available.

Unless there is documented evidence of participation (and preferably some detail on the educational aims and objectives of the activity) you must document (and retain) what you have learned and the impact on your work, in a reflective record, for it to qualify for CPD points.

For more information see: [www.vetcouncil.org.nz/documentation/CPDInformationforVets.pdf](http://www.vetcouncil.org.nz/documentation/CPDInformationforVets.pdf)

## CPD Requirements and Time Frames: you have been gifted 3 months!

### Annual Practising Certificate

(APC) Year: The APC Year runs from 1st April to 31st March the following year.

### CPD Yearly Reporting:

- Previous CPD reporting reflected points accumulated from 1 January to 31 December for the preceding year when applying for an APC. ie. When you applied for your APC for the year 1 April 2014 to 31 March 2015, you reported on CPD Points gained 1 January 2013 to 31 December 2013
- THIS HAS CHANGED. From 2015 the CPD Year will be 1 July to 30 June.

**CPD Cycle:** CPD Points are accrued over a 3 year rolling cycle. At each APC application veterinarians must have accumulated a minimum of 60 points over the preceding 3 years. This must include a minimum of 15 points for Continuing Veterinary Education and 15 points for Collegial Learning Activity. The first CPD cycle commenced on 1 April 2011.

### What this means for veterinarians:

- You get an extra 3 months! The first CPD Cycle will now be from 1 April 2011 to 30 June 2014 (3.25 years) Your minimum 60 points will have been accrued over 3.25 years instead of 3 years.
- You will have time to engage in additional CPD if an audit finds you have not met the minimum requirements prior to the next APC.

### What do you need to do?

CPD Points for the period 1 January 2014 to 30 June 2014 will become part of the CPD cycle 1 April 2011 to 30 June 2014. When you fill in your CPD Points for the 2015-2016 APC year you will report on points earned from 1 April 2011 to 30 June 2014.

**Plan your CPD and keep your records up to date to ensure you will fulfil minimum requirements.** CPD planning will also earn you CPD points.



Deer vets engaged in CVE

# Controlled drugs: what you need to know

To keep yourself and your staff safe, you need to comply with the legal and professional requirements around the use of controlled drugs.

Section 8 of the Misuse of Drugs Act allows veterinarians to supply and administer controlled drugs. It also allows for access of persons having the care of animals to controlled drugs, when these are prescribed or dispensed by a veterinarian for animals under that veterinarian's care

There have been additions or changes in

the classification of some controlled drugs (for example ketamine and ephedrine) and additional requirements for veterinarians to be satisfied that protocols exist and are followed by all staff to securely store and monitor the use of all controlled drugs used within their business. These additional requirements are set out in the 2011 revised VCNZ Code of Professional Conduct.

Controlled drugs are arranged in classes and these classes have varying rules applying to their authorisation and supply. To see a table setting out the

classification of controlled drugs and their requirements, and some examples, go to [www.vetcouncil.org.nz/news.php](http://www.vetcouncil.org.nz/news.php). Here you will find a lot more information on your obligations when using and storing controlled drugs.

Veterinarians are expected to know which controlled drugs (and which trade name products containing controlled drugs) are used in their practice and what the requirements are to manage them in compliance with the legislation and the Code of Professional Conduct.

## Limited Scopes of Practice: why? and who could be eligible?

There are circumstances when allowing a veterinarian, who would not otherwise be eligible, (without further examination) to practise in New Zealand is beneficial. This is recognised in the Veterinarians Act.

Following consultation in 2006 the Council prescribed 4 limited scopes. These are the scopes of academic, industry (laboratory diagnosis and pathology), biosecurity or other emergency and time limited practice. In response to a number of approaches, Council in 2013 consulted on a further three new limited scopes of practice. They have now been approved and are:

- Academic – Postgraduate training scope.
- Restricted Purpose Scope – to cater for situations where there is a specific need in a particular defined field that cannot be filled by a veterinarian able to be registered in New Zealand
- Time limited scope for National Veterinary Examination (NVE) candidates. Registration to allow the candidate to gain practical experience (under supervision) prior to sitting the NVE final.

The details of the revised Policy on Limited Registration can be viewed at [www.vetcouncil.org.nz/limReg.php](http://www.vetcouncil.org.nz/limReg.php)

## What can paraprofessionals do?

VCNZ is very supportive of qualified veterinary nurses and technicians carrying out the veterinary functions/technical tasks their training equips them for. However we only have statutory responsibility over veterinarians.

When is a vet tech not a vet? Besides the differences in education and training, veterinarians are registered, veterinary nurses and technicians are not. Only veterinarians can use the legally protected title of 'veterinarian'. Only veterinarians can authorise human and restricted veterinary medicines (RVMs); carry out significant surgical procedures; and issue veterinary certificates.

When delegating procedures, veterinarians must consider the possibility of adverse events and ensure that emergency care provisions are in place.

In all situations where veterinary procedures are delegated to veterinary nurses or technicians, the clients concerned must be aware that the services are being provided by a veterinary paraprofessional, not a vet.

For more information see [www.vetcouncil.org.nz/news.php](http://www.vetcouncil.org.nz/news.php)

## Online Recertification

The 2014/15 recertification round went very well with two thirds of the profession choosing to apply online. Anecdotal feedback indicates that vets found the new system user-friendly and liked being able to update their contact details online and the option of exiting at any time to return later.

In addition to providing an easier, faster and more convenient option for vets, online recertification has produced significant savings in printing, postage and data entry costs.

A big thank you to all those vets who renewed promptly and to those who used the online system and provided feedback.

## Contact

Veterinary Council of New Zealand  
Level 11, 109 Willis St, PO Box 10-563 Wellington  
[vet@vetcouncil.org.nz](mailto:vet@vetcouncil.org.nz), [www.vetcouncil.org.nz](http://www.vetcouncil.org.nz)  
Phone: +64 4 473 9600