

Event accreditation

In order to help veterinarians identify high quality continuing profession development (CPD), the NZVA has, in consultation with the Veterinary Council of New Zealand (VCNZ), recently developed a new accreditation “tick” for CPD courses.

By choosing an NZVA accredited course veterinarians can be confident that the course meets the required standards for CPD as determined by VCNZ guidelines.

Application process

- Applications for accreditation must be received by completing this form or using the form online.
- Programmes are reviewed by the NZVA CPD team in line with VCNZ standards.
- Processing time will be approximately 3–4 weeks from receipt of application therefore, applications must be submitted at least six weeks before a course commences.
- Programmes cannot be reviewed retrospectively.
- NZVA accreditation for a CPD course is valid for one calendar year and applications for repeating courses are submitted as “repeats”.
- An NZVA accredited course can be repeated within the one-year accredited time providing the tutors, course content and format remain the same. They can be repeated in a different venue providing health and safety criteria are met.
- CPD points will be assigned to the course in accordance with the VCNZ guidelines.
- What courses are eligible for NZVA accreditation?
 - Technical and non-technical courses and events which promote the education and wellbeing of the veterinary profession.
 - Courses and events that specifically promote a drug, product or service are not eligible for accreditation (VCNZ are looking at changing these requirements).

Cost	Up to 4 hours	4–8 hours	2 days
One off activity (this activity will be conducted once)	\$150	\$200	\$250
2–3 dates (the activity will run on 2 or 3 occasions)	\$200	\$250	\$350
More than 3 dates (this activity will be run on more than 3 occasions)	\$250	\$300	\$350
12 month subscription (same course can be run unlimited times over a 12 month period)	\$350	\$450	\$500
Webinars	\$20 per webinar		

Conference – price on application

Contact details

Organisation:

Your name:

Email address:

Phone:

Course format, date and venue

Type of course (*please circle one*):
 Online / workshop / seminar / other (*specify below*):

Course title:

Date of course:

Venue and city where the course will be held:

Do you have a health and safety plan?
 Yes (*Please attach a copy to this application*) No

What are the intended learning outcomes (ie. what will the participants learn?)

Example:

- Understand the advantages and disadvantages of different treatment options for health issues
- Learn how to incorporate new communication strategy into current processes
- Improve technique when performing [veterinary procedure]

i.

ii.

iii.

What is the intended impact (ie. how will this benefit the participant’s work)

Example:

- More effective treatment options leads to faster recovery and cost benefits for clients
- More effective communication leads to better vet-client relationship
- Better outcomes for patients and an increase in job satisfaction

i.

ii.

iii.

Event accreditation *Continued*

What teaching material are you using? *Please circle as many that are applicable.*

Course notes / handouts / presentations / videos / web based / multimedia resource / other (*specify below*):

Any other information we should know about the programme?

Tutor / presenter qualifications

An NZVA accredited course must have tutors or presenters knowledgeable in the subject matter at a level higher than the intended audience and specific training, experience, and knowledge in the identified topic is required.

Name the tutor/s or presenter/s for this course and their qualifications:

1.

2.

3.

4.

5.

Please attach a current CV or summary biography for all tutors:

- Details of qualification, current employment and any other experience related to the subject.
- Tutors of technical veterinary courses must hold a veterinary degree or be academically qualified in a field of science related to veterinary medicine.
- Tutors of non-technical programmes must be qualified to provide continuing education relevant to veterinary professionals. They require academic degrees or formal education in the subject matter being presented, or extensive experience or training in the subject matter being presented, or other relevant documentation that supports a higher knowledge in the subject matter than expected of the veterinary professional audience.

Animals and cadavers

The NZVA follows strict guidelines regarding the use of animals and cadavers in CPD courses and events. Please review these before continuing your application.

If using live animals:

Provide the animal ethics approval number (*if applicable*):

If live animals are being used, and animal ethics approval has not been sourced please explain the rationale behind this:

If using cadavers:

Where have these been sourced from (*if applicable*):

Have the cadavers been ethically sourced? Yes No

Any other information we should know about the use of animals or cadavers in this course?

CPD points

How many hours of learning will this course provide?

How many points and what VCNZ category applies to this course? (*Please circle one*)

- 1 hour Continuing Veterinary Education (CVE) = 1 point.
- 2 hours collegial learning = 1 point
- 2 hours self-directed learning = 1 point

Please see the Veterinary Council of New Zealand Guidelines to determine the category.

Course attendance

Please confirm that certificates will be supplied on completion of this course Yes No

Course feedback

Describe how delegate feedback will be collected?

Are you happy to provide us with a copy of your feedback?

Yes No

For further information please contact:

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