POLICIES and PROCEDURES

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CHAPTER 1

The European College of Bovine Health Management (ECBHM)

1.1 Introduction

The European College of Bovine Health Management (ECBHM) is a veterinary specialty organisation approved by the European Board of Veterinary Specialisation (EBVS).

1.2 Objectives

The primary objective of the ECBHM shall be to advance health-oriented bovine production management in the herd context in Europe and increase the competency of those who practice in this field by:

a) Establishing guidelines and standards of training for postgraduate education and experience prerequisite to becoming a specialist in bovine health management.

b) Examining and authenticating veterinarians as specialists in bovine herd health management to serve the bovine patient, its owner, the consumer of products originating from the bovine and the public in general, by providing expert care for cattle.

c) Encouraging research and other contributions to the science and practice of bovine herd health management including:
   - animal husbandry
   - internal medicine
   - surgery
   - obstetrics
   - reproductive management
   - animal welfare
   - animal health economics
   as they relate to the:
   - epidemiology
   - pathogenesis
   - diagnosis
   - therapy
   - prevention
   - and control of diseases
   directly or indirectly affecting Bovinae and the maintenance of healthy, productive cattle herds.

d) Promoting communication and dissemination of knowledge related to item c) above.
Bovine health management also includes, at the level of the animal, those aspects of bovine diseases and bovine-derived pathogens that impact on quality and safety of bovine products and gives special consideration to herd health, production systems and targets, and the management of cattle populations.

The specialist in Bovine Health Management will be available to work in a referral capacity. Most of his/her time will be devoted to the specialty.
CHAPTER 2

ECBHM Residency Programmes

2.1 Definition and Syllabus

An **ECBHM Residency Programme** is a training programme that has been approved by the Education and Residency Committee, allowing a graduate veterinarian (the Resident) to acquire in-depth knowledge of bovine health management and its supporting disciplines under the supervision and guidance of one or more Diplomate(s) of the ECBHM.

Residency programmes should aim at training specialists who will have the qualities, professional and technical skills necessary for successful employment in professional environments, with self-confidence, self-criticism and sense of responsibility that are essential for the practice of the specialty. Moreover, residency programmes must aim at the development of a culture which recognizes the importance of continuous professional development.

The Resident should gain advanced knowledge and skills in the following areas of bovine health management, which constitutes the syllabus for the Residency Training Programme:

1. Bovine health issues

   a. Individual animal level
      
      i) Those diseases, syndromes and conditions of cattle of all types and ages which are commonly encountered in Europe, including their cause, epidemiology, prevalence, pathogenesis, differential diagnoses, diagnosis, therapeutic regimes, control and prevention.
      
      ii) Diagnostic methods, including clinical examination, case recording, post-mortem examination, collection and preservation of samples for laboratory examination, routine diagnostic laboratory techniques etc.
      
      iii) Surgery and anaesthesia (a basic knowledge of common methods and procedures is required, but not specialist knowledge or expertise).
      
      iv) Reproduction, including normal and abnormal reproductive behaviour in female and male cattle (not at a specialist level of expertise).

   b. Herd level
      
      i) Husbandry aspects of reproduction, common causes of reduced herd reproductive performance.
      
      ii) Principles of bull usage and cow management, effects of nutrition on reproduction.
      
      iii) Recording reproduction data, methods for investigation and correcting lowered reproductive performance; interpretation of records, organisation of fertility control schemes.
iv) Herd health planning.
v) Immunity and vaccination usage to prevent disease at the herd level.
vi) Cattle housing and its impact on health and disease for all classes of cattle.
viii) Nutrition, including anatomy, physiology and principles of normal digestion, nutritional requirements of all classes of cattle at different ages and stages of production.
vii) Common dietary constituents used in compounding and formulating rations, methods of feed analysis.
viii) An understanding of principles of diet formulation, that there are a number of different national systems for feed evaluation but that all have common principles - e.g. ruminant N balance.
ix) Commonly used methods of forage conservation.
xi) Commonly used feeding regimens for dairy and beef cattle, EU regulations on foodstuffs.
xii) Diseases caused by improper nutrition.
xiii) Poisoning, including toxic plants.
xiv) Mastitis.
xv) Milking machines – types, function and problems.
xvi) Milk quality - milk fat, protein and SCC.

2. The operation of the cattle industries

i) Structure of European dairy and beef cattle industry.
ii) Dairy production systems.
iii) Beef cattle production systems, including a detailed knowledge of all aspects of commonly used production systems.
iv) Cattle marketing and slaughtering methods.
v) Animal health economics - applicable to cattle units and cattle populations.
vi) Quality assurance - farm assurance schemes.
vii) Effect on meat and milk quality of feed supplements and additives, methods of feed dispensing.

3. Related technical disciplines

a. Animal Welfare

i) Welfare, ethics and animal use.
ii) Normal behavioural patterns and their alteration by stress, pain and disease.
iii) Pain recognition and assessment.
iv) Welfare in relation to stockmanship, housing, nutrition and breeding.
v) Welfare standards on the farm, during transport, in the market place and at the slaughterhouse.
vi) Care and welfare of sick and injured cattle.

b. Legislation
i) Notifiable diseases of cattle (including OIE-listed diseases) and all related appropriate legislation at the level of the EU.

ii) EU legislation in place to safeguard the welfare of cattle.

iii) EU legislation regarding drug usage and prescription in cattle.

c. Public Health

i) HACCP principles.

ii) Food safety, consumer protection and environmental protection as applicable to cattle, cattle production and cattle products.

d. Zoonoses

Cattle diseases transmissible to humans, main symptoms in humans, epidemiology, pathogenesis, clinical signs, diagnosis, differential diagnosis, treatment, control.

4. Problem investigation

a. Individual animal level (clinical examination/finding a diagnosis)

b. Herd level (application of epidemiology)

i) Principles of epidemiology, interpretation of ancillary test results and necropsies performed in the context of herd health investigations, methods and techniques such as risk assessment in herd health programmes on an international, national, multiple herd and individual herd basis, export and import rules, and regulation both within Europe and in countries outside Europe.

ii) Veterinary informatics - awareness of information and communication technology, data handling and the use of computer technology in herd health programmes.

iii) Biosecurity and infectious disease, control methods on cattle units and within the cattle industry in its widest context.

5. Non-technical skills

i) Communication (oral/written).

ii) Project management/leadership.

These advanced skills can be achieved in a Standard Residency Programme in an approved institution or in an Alternative Residency Programme.
2.2 Description of a Standard Residency Programme

A Standard Residency Programme (SRP) is carried out only in an approved institution (see below).

a) Main characteristics
   - A SRP shall consist of a period corresponding to at least 3 years of full time supervised training, postgraduate education, and clinical experience in the science and practice of bovine health management and its supporting disciplines under the direct supervision of one or more Diplomate(s) of the College (approximately 126 effective working weeks = 180 ECTS). The main supervising Diplomate is thereafter referred to as the Primary Supervisor (see 4.1.a).
   - The period can be taken consecutively or on a part-time basis as long as the total time spent on training equals or exceeds 3 years (full-time equivalent) and the total period does not exceed 5 years.
   - Upon notification of the Education and Residency Committee, this period can be prolonged if medically documented health problems or maternity leave causes a cessation or significant reduction of the training. The occurrence of such periods must be communicated to the Committee within a month of occurrence and can otherwise not be acknowledged retrospectively.
   - Residents are encouraged to gain experience in more than one institution to ensure they experience a sufficiently wide caseload to gain competence in all aspects of the specialty.

b) Time distribution
   - At least 65% of the programme (approximately 82 effective working weeks) must be spent in clinical activity, either at herd or individual animal level, under the direct supervision of an active Diplomate of the ECBHM.
   - Training in individual animal medicine can take place under the direct supervision of a Diplomate of the American College of Veterinary Internal Medicine (ACVIM), who must spend at least 50% of his/her professional time dedicated to bovine medicine.
   - At least 33% of the clinical activity (approximately 27 effective working weeks) must be spent with training in clinical activity at the level of the individual animal.
   - At least 33% of the clinical activity (approximately 27 effective working weeks) must be spent with training in bovine herd health management.

c) Type of activity
   - Residents must spend at least 20% of their programme in one or more of the following ways with the approval of the Primary Supervisor (see 2.4.b):
     i) Research and scholarly activities
     ii) Preparation of scientific manuscripts
     iii) Graduate degree studies
     iv) External rotations

d) Ancillary topics
   - Residents must undertake a period of training in veterinary anatomic and clinical pathology in order to become proficient in post mortem techniques, sample
collection, sample packaging/transport, processing in the laboratory including routine bacteriological methods, evaluating clinical pathologic findings, and have a comprehensive understanding of all relevant terminology and nomenclature. A minimum of 1 week of active participation in a laboratory of clinical pathology and an attendance of at least 30 necropsies on bovine cases are expected from the Residents during their residency period.

e) Conferences
- Residents are required to attend "in-house" Residents’ conferences, formal case discussion sessions, journal clubs, seminars, etc.
- Residents are expected to attend and participate in at least 2 ECBHM Residents workshops.
- Residents shall attend at least 3 national or international conferences relevant to bovine health management during the Residency Programme.
- A written explanation must be submitted with the final yearly report in case all requirements above should not have been fulfilled. Attendance of a minimum of 3 national or international conferences is mandatory, failure to fulfill this requirement will lead to denial of admission to the examination.

f) Seminars and teaching responsibilities
- Residents must present a minimum of six (6) seminars during the Residency Programme. A seminar is defined for the purposes of this document as a scientific presentation which is followed by a discussion period, the total time being at least 45 minutes.
- During the period of the Residency, at least one (1) presentation/paper should be given at a national or international scientific or professional meeting/conference.
- Clinical teaching: the Resident is expected to participate in the clinical education of graduate veterinarians and/or veterinary undergraduate students (in a university setting or by coaching undergraduate students during externships in practice).

g) Research and scholarly output
- Residents must complete, over a period of at least 12 months, an investigative project that contributes to the advancement of bovine health management. This may produce some of the material referred to in the Resident’s publications. The outputs of scholarly activity must include a minimum of:
  i) Five case reports consistent with standard case report format and written in English, of cases related to bovine health management (including both individual animal health problems -max. 2 case reports- and herd health problems -max. 4 case reports-) personally handled by the Resident and written independently, up to a maximum of 3000 words each (excluding figures, tables, and references), which give an impression of the analytical approach of the Resident and do not cover the same material used in ii) below. These case reports are to be submitted (to admin@ecbhm.org) yearly separately from or together with the yearly progress reports (one after the first year, and two after the second and third year, respectively). If credentials for admission to the exam are submitted before the end of the residency, the case
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reports for the third year have to be submitted with the credentials. The case reports are evaluated yearly by the Credentials Committee in collaboration with the Education and Residency Committee. Five accepted case reports are mandatory for admission to the Certifying Examination.

The requirement for the yearly submission of 1-2 case reports starts on January 1, 2014 for newly approved residents. Residents already in a Residency Programme at that date can submit their case reports as above (1-2 per year) or submit all 5 case reports with their credentials submission for the Certifying Examination.

ii) Two publications in the field of bovine health management in peer-reviewed scientific journals, including:
   a. one original research paper as the principal author (review papers including meta-analysis of data from previous publications can be accepted as original research papers)
   b. and either:
      − one case report of which the applicant is the principal author, or
      − one additional original research paper of which the applicant is not necessarily the principal author, or
      − one review paper as the principal author on a topic related to the main research focus of the candidate.

   • All papers should be published, accepted for publication or at least submitted to a peer-reviewed journal by the time of credentials submission, and all must be accepted for publication no later than one month prior to the beginning of the examination.
   • If the publication is not accepted prior to credentials submission, confirmation of submission must be provided.
   • DOI numbers should be provided for any paper that is accepted but not published.
   • For papers still undergoing review, confirmation of acceptance (DOI number) must be provided no later than one month prior to the beginning of the examination.
   • Principal authorship of any publication can be claimed by one candidate only. Admission to the Certifying Examination will not be granted based on publications for which two ECBHM candidates claim “co-first-authorship with equal contributions”. Joint first-authorship with a co-author from a complementary field of expertise (e.g. immunology or molecular biology) may be accepted for the research paper at the discretion of the Credentials Committee.
   • The original research publication of which the applicant is the principal author is normally expected to be a full paper; a short communication of which the applicant is the principal author may also be considered after review by the Credentials Committee. A short communication of which the applicant is the principal author can be accepted as the second paper.
   • Admission to the examination will only be granted if all publications (as described above) are published or accepted one month prior to the examination. The responsibility for evaluating a candidate’s eligibility to sit the examination and the quality of the publications rests with the Credentials Committee.

h) Evaluation of the Resident’s progress
Residents must meet with their Primary Supervisor at least twice yearly for formal, recorded evaluation of performance and progress.

The progress of Residents must be presented to the Education and Residency Committee yearly by the means of the progress report (including case logs) and case report(s).

The forms and instructions for the preparation of the annual progress report and case logs, and case reports are given in Annexes V and VI, respectively.

i) Compatibility with Graduate Degree Studies

- Graduate degree programmes may be included in the SRP. If a graduate degree programme is to be undertaken, the Education and Residency Committee may stipulate that the combined programme (SRP plus graduate degree) be extended beyond 3 years.

2.3 Description of an Alternative Residency Programme

An Alternative Residency Programme (ARP) should be comparable to a 3 year full-time SRP and must be carried out under the supervision of a Diplomate of the College (Primary Supervisor). For example, an alternative programme may involve working in a bovine practice under the supervision of a Diplomate of the College while undertaking a series of predetermined specialist training modules provided by external institutions. The alternative programme should not last longer than 6 years.

a) The applicant will be responsible for designing the ARP such that it complies with the specifications provided in these Policies and Procedures, and demonstrate that the proposed programme provides the same level of clinical training and opportunities for scholarly activity as a SRP. It is not the responsibility of the College to make suggestions for specific components of the ARP.

b) All of the requirements for the ARP in terms of clinical activities, proportion of individual animal and herd level clinical work, conference attendance, publications and case reports are the same as for a SRP.

c) An ARP does not need to take place in an approved institution and may extend for a period of up to 6 years, of which at least 126 weeks is to be engaged in the activities described in the previous section on the SRP.

d) The proposed training site or practice base of the Resident must be able to demonstrate a high standard of clinical governance, excellent facilities and a high bovine case-load in order to be approved by the Education and Residency Committee.

e) A local mentor, who can be a Diplomate of the ECBHM or not, must be assigned by the proposed training site for on-site supervision of the Resident in the ARP.
f) A contract signed by the Resident, her/his employer and the local mentor must be provided, defining the tasks of the Resident and assuring the Resident of adequate amounts of time for study, training and to sit the examination. The signed contract must be included with the application form.

g) The resident following an ARP must communicate with her/his Primary Supervisor at least once a month concerning the progress of the Residency Programme. Every three months the local mentor must also take part in this communication process.

h) External rotations are highly recommended. At least 12 weeks of externship must be completed in an institution approved for SRP in the course of the ARP, ideally in more than one approved institution.

2.4 Documentation and Verification of the SRP and ARP

a) Programme Director (SRP only)
   - The Programme Director is responsible for ensuring that suitable facilities, adequate case load and supervisory staff are available at the approved institution.
   - The Programme Director is responsible for the submission of the “Institution Re-Evaluation Submission Form” (Annex V) to the Education and Residency Committee via the administration office of the College every 5 years.

b) Primary Supervisor
   - The Primary Supervisor is responsible for:
     i) Certification of the Annual Progress Report prepared by the Resident.
     ii) Maintenance of complete and signed (by the Primary Supervisor and the Resident) records of semi-annual performance evaluations.
     iii) Certification of the Resident’s Final Dossier prior to submission of the application for the Certifying Examination.
     iv) Providing written notification to the Resident and, where appropriate, to the Programme Director and the ECBHM, when deficiencies in the programme or the Resident’s progress are identified.

c) Resident
   - The Resident is responsible for:
     i) Compilation and maintenance of the Resident’s Dossier (comprising lists of clinical activities, conference attendance, conference presentations given, lectures and seminars given, lectures and seminars attended and documentation of external training).
     ii) Submission of the annual progress report, case report(s) and case logs, as well as a confirmation that all information included is correct and that the Resident as well as the Primary Supervisor have read and approved the annual report and case logs in electronic format to the Education and Residency Committee via the administrative office of the ECBHM at the end of each year of residency training.

d) Yearly Evaluation of the Resident’s Progress
The yearly progress will be evaluated by the Education and Residency Committee (annual report and case logs) in collaboration with the Credentials Committee (case reports). The Education and Residency Committee will normally provide a feedback (electronically) to the Resident within a month of submission of the annual report. A detailed written report will only be delivered if deficiencies requiring immediate improvement are noted in the training of the Resident.

Approval or rejection of the case report(s) will be notified to the Residents by the Credentials Committee electronically normally within two months after submission of the case reports. A written report on the reasons for failure of the case report will be provided by the Credentials Committee. Failed case reports may be corrected or new case reports on the same or different topics may be requested at the discretion of the Credentials Committee based on the results of evaluation of the failed reports. Corrected case reports must be submitted within a month of the date of notification of failure, otherwise the failed case reports must be replaced by new case reports related to a different topic. Corrected case reports can be re-submitted once, if the case report fails again it has to be replaced by a new case report on a different topic. In general, a maximum of two case reports can be allowed to fail, so that the five accepted case reports requested for admission to the examination should be reached with a maximal total number of 7 submitted cases.
CHAPTER 3

Admission to a Residency Programme

3.1 Requirements for Admission to a Residency Programme

Prospective Residents will be required to have broad training and experience in clinical bovine health management and their supporting disciplines, which must be attained by participation in a one to one-and-a-half years internship, or its equivalent, as approved by the Education and Residency Committee. During this time, Interns will obtain basic training in bovine general medicine, surgery, herd health, zoonotic disease, reproductive management and obstetrics.

The applicant should:

a) Be licensed to practice veterinary medicine in a European Country, unless relieved of this obligation by the Board.

b) Have a good moral and ethical standing in the profession.

c) Show evidence of having completed a satisfactory internship programme.

Internship programmes must have:

a) Provided a minimum of 12 months of clinical experience;

b) Covered all aspects of general bovine practice at the individual and herd level;

c) Been preferably under the direct supervision of at least one ECBHM Diplomate, however this may not be possible for practice-based equivalents to internship programmes.

3.2 Application Procedure for Approval to Commence a Residency Programme

Applications for approval of a Residency Programme may be submitted to the ECBHM administration office electronically at any time of the year for consideration by the Education and Residency Committee. The application must include the following documents:

a) Covering letter signed by the applicant.


c) Confirmation that the internship has fulfilled the requirements set out above and signed by the supervisor of the internship or confirmed by the Primary Supervisor of the Residency.

d) Completed “Application for Approval of Standard Residency Programme” or “Application for an Alternative Residency Programme” (Annex I or Annex II).

The application must be submitted within three months from the beginning of residency training.

The application form must be signed by the applicant, her/his Primary Supervisor and the Programme Director, and include a short description of the planned research project(s), the date of beginning and the date of planned completion of the residency as well as confirmation
that the Residency Programme will be carried out in accordance with the requirements given in these Policies and Procedures.
CHAPTER 4

Approval of an Institution to offer a Standard Residency Programme

4.1 Approved Institution

Standard Residency Programmes can only be undertaken at an institution approved by the Education and Residency Committee. Each institution will be allowed a specified maximum number of standard residencies according to its caseload (which should be evaluated and accepted by the Education and Residency Committee).

Applications are made on the “Institution Application Form” (Annex III).

The requirements of an approved institution are set out below:

a) Supervision
   - Each approved institution must have a Programme Director who is Diplomate of the ECBHM and who shall be responsible for the administration and continuity of the programme.
   - Each Resident must be assigned a Diplomate of the ECBHM as a Primary Supervisor. The Primary Supervisor may be the Programme Director. The Primary Supervisor shall be responsible for the administration and evaluation of the general and specific programme requirements for the Resident.
   - A Primary Supervisor shall have no more than two (2) residents following; in exceptional cases three (3) such residents can be allowed, for a restricted time period.
   - The availability of at least one ECBHM Diplomate acting as Primary Supervisor must be guaranteed for the entire duration of each residency at an approved institution.

b) Clinical Material
   - Access to bovine herd health cases. Minimal requirement: more than 1 farm or more than 50 animals of routine herd health management per resident.
   - Access to individual clinical cases. Minimal requirement: 100 individual cases per resident/year.
   - Access to diagnostic work-up. Minimal requirement: more than 4 diagnostic work-up visits per resident/year.

c) Facilities, service and equipment
   - Library: a library containing recent textbooks and current journals relating to bovine health management and its supporting disciplines must be accessible to the programme participants.
   - Records: a complete record must be maintained for each case and those records must be retrievable.
   - Computer facilities: up-to-date computer facilities with access to broadband internet and relevant software including herd health programs and automated literature search systems.
Diagnostic imaging, including at least radiography, ultrasonography and endoscopy.

Pathology services
  i) Clinical pathology: a clinical pathology laboratory must be available (although
      this does not need to be on-site). Clinical pathology reports must be retained
      and retrievable.
  ii) Anatomical pathology: access to anatomical pathology facilities must be
      available (although this does not need to be on-site). Anatomical pathology
      reports must be retained and retrievable.

4.2. Re-certification of approved institution

All institutions approved for SRP must be re-certified every five years. The Programme Directors
are responsible for timely submission of the “Institution Re-Evaluation Submission Form”
(Annex IV) to the Education and Residency Committee electronically via the administration
office of the College (admin@ecbhm.org).
CHAPTER 5

Admission to the Certifying Examination

5.1 General Requirements

Three categories of candidates will be allowed to sit the examination:

a) Those having completed a SRP.
b) Those having completed an ARP.
c) In exceptional cases, individuals accepted by the Credentials Committee who are recognised as outstanding in the field of bovine health management. Among other qualifications at least 30 publications from the field of bovine health management in peer-reviewed journals are required. The Board makes the final decision whether or not such a candidate is accepted to sit the Certifying Examination.

5.2 Application Procedure for the ECBHM Examination

a) Applicants must submit their credentials electronically to the administration office (admin@ecbhm.org) on or before March 1st of the year of anticipated examination by use of the “Credentials Approval Application Form” (Annex VI). Candidates already approved must indicate their intention to sit the exam on or before March 1st of the year in which they wish to attend.
b) The requirements for admission must be met at the time the application is made (whereby the residency training time must be completed no later than at the time of examination, but not necessarily at the time of credentials submission). Late or incomplete applications will not be processed or reviewed.
c) The responsibility for accuracy and availability of all required credentials rests with the applicant.

5.3 Documents to be submitted with the Application to the ECBHM Examination

The following completed and verified documentation must accompany the application:

a) Complete “Credentials Approval Application Form” (Annex VII).
d) Proof of payment of the credentials evaluation fee.
e) Records of 5 approved case reports as specified in chapter 2 (except for candidates already in a training programme on January 1, 2014, see 2.2.g.i.), or a total of 5 records of previously approved case reports and newly submitted case reports (case reports of the
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last residency year and/or amended case reports which had been rejected in the previous years; see 2.4.d) as electronic files.
f) Two peer-reviewed scientific articles as specified in chapter 2.2.g, as electronic files.

These categories of material must be arranged in the sequence listed above and submitted as described in the credentials application form to prevent document loss and to facilitate review.

Definitive admission to the Certifying Examination will only be granted after approval of the Resident’s progress report and case logs for the final residency year by the Education and Residency Committee.

5.4 Letters of Reference

A letter of reference should be provided by the Primary Supervisor, sent directly in electronic format to the administrative office of the College. Requests by the Resident for reference letters from the Primary Supervisor should be made early enough to assure arrival with the administrative secretary on or before the application closing date.

Reference letters must document the following:
a) Verification that the applicant has a good moral and ethical standing in the profession
b) Verification of the training programme and level of supervision.
b) Verification that the case reports are exclusively the work of the Resident.
c) Verification of the applicant’s proficiency, judgement and competence as a specialist and his/her academic readiness to sit the examination.

5.5 Credentials Evaluation Fee

The application for credentials evaluation to sit the examination will not be processed without the non-refundable “application fee” of 150 Euros being paid in full.
If any portion of the application has to be resubmitted, the fee will be payable again.
The application fee for evaluation of credentials may be changed at the discretion of the Board.

If the credentials are accepted by the Credentials Committee, the Secretary of the Board will then notify the applicant by email and indicate that he/she may proceed to the examination. The Examination Committee will then notify eligible examination candidates electronically of the dates and procedures of the examination.

Unsuccessful applicants will be notified at the same time by the Secretary of the Board by registered mail and electronically by a letter explaining the deficiencies in their credentials. A subsequent reapplication must include resubmission of all credentials electronically including a written outline of the applicant’s self-evaluation of his/her remedy to correct the deficiencies. The application materials must be presented in the manner previously described with the addition of the applicant’s self-evaluation report. In case of minor or technical deficiencies only in the credentials, the Credentials Committee may invite a resubmission of the credentials at
least one month before the scheduled examination, subject to the payment of another evaluation fee.

All correspondence regarding application procedure and notification should be addressed to the administration office of the College (admin@ecbhm.org). All submitted application materials become the sole property of the ECBHM.

5.6 Examination Fee

The candidate is only allowed to take the examination if the examination fee has been paid. The candidate shall pay the examination fee, which will be determined annually by the Board, no later than June 1\textsuperscript{st} of the year of examination. In exceptional cases where the credentials should be definitively accepted by the Credentials Committee after that date (i.e. pending full acceptance of a publication or confirmation of completion of the residency programme), the fee shall be paid within 2 weeks of confirmation of admission to the examination. The examination fee is only refundable if the candidate is unable to attend the examination for health or grave personal problems (at the discretion of the Board). The examination fee for the certifying examination is currently set at 600 Euro. For repeated sitting of only one part of the exam, the examination fee is set at 400 Euro. The fees may be changed at the discretion of the Board.
CHAPTER 6

The Certifying Examination

6.1 The Examination Process

The examination process of the ECBHM is intended to identify and certify specialists of the highest order in the veterinary field of bovine health management. The examination will include a combination of written (single best answer questions, long questions, problem-based questions, exhibits) and oral examinations to determine the knowledge, the competence as well as the analytical and integrative skills of candidates.

All Diplomates of the ECBHM are required to have a sound working knowledge of general bovine veterinary practice skills as well as the specialist skills attributable to the discipline of bovine health management in the herd context. The examination is intended to ensure that members of the College have the required level of knowledge in the discipline that is on a level equal to, or better than, any other specialist qualification in this (or closely related) fields worldwide.

While it is not intended that high level English language skills should provide an unfair advantage, successful candidates are expected to be sufficiently proficient to be able to read, write, and understand veterinary publications and examination questions written in English.

6.2 Basic Examination Regulations as Part of the EBVS

This document has been produced in accordance with EBVS regulations, in particular:

a) Before sitting an examination, the candidate’s credentials must be evaluated by the Credentials Committee.

b) The examination will consist of both written and oral/practical parts.

c) Any change in the procedure of the examination should be notified to the EBVS.

d) The format of the examination must be made known to the candidates in advance; in particular in what way the different parts and levels will be evaluated (see later in this chapter).

e) The examination will be held in the English language. Non-medical/non-veterinary dictionaries are allowed.

f) Confidentiality must be maintained throughout the entire examination.

g) All parts of the examination must be held under the constant direct supervision and physical presence of members of the Examination Committee. In the case of the ECBHM, the Certifying Examination will consist of two sections.

h) Unsuccessful candidates may apply to retake the examination a maximum of three times (corresponding to a total of four attempts). Examination questions will not be made publically available, with the exception being the publication of model questions as a guideline to candidates and during an appeal procedure as outlined in the College's Constitution and Bylaws.

6.3 Structure of the Examination
The examination will consist of two (2) sections.

Section A: Basic knowledge and Reflection
Section A will consist of three (3) parts. These will cover all aspects of the specialty in proportions that reflect the range of topics in the syllabus.

<table>
<thead>
<tr>
<th>Paper 1</th>
<th>2.5 hours</th>
<th>a) 50 single best answer questions focused on recent publications in the field of bovine health management*</th>
<th>50 to take 1 hour (100 marks)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>b) Long questions</td>
<td>2 to take 1.5 hour (2x 45 minutes)</td>
</tr>
<tr>
<td>Paper 2</td>
<td>2 hours</td>
<td>100 single best answer questions focused on basic clinical knowledge</td>
<td>100 to take 2 hours (200 marks)</td>
</tr>
<tr>
<td>Paper 3</td>
<td>2 hours</td>
<td>Clinical exhibits**</td>
<td>4 to take 2 hours (50 marks each = total 200 marks)</td>
</tr>
</tbody>
</table>

*The Examination Committee will ensure that at least 60% (i.e. ≥ 30) questions among the 50 single best answer questions of Paper 1 will be originating from the following list, published within the last 3 years at the time of examination:

i) Journal of Dairy Science
ii) Preventive Veterinary Medicine
iii) The Veterinary Journal
iv) Theriogenology

Furthermore, 100% of the single best answer questions in this category (paper 1) will be based on publications relevant to the field of bovine health management from the 5 years prior to the examination.

** The exhibits will utilize different forms of visual media (pictures, videos, sound tracks, …) to introduce related questions associated with clinical scenarios.

Section B: Problem solving and Communication
Section B will consist of two (2) parts.

<table>
<thead>
<tr>
<th>Paper B1</th>
<th>3 hours</th>
<th>2 problem-based questions</th>
<th>2 to take 3 hours (2x 90 minutes) (100 marks each = total 200 marks)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral</td>
<td>3 hours</td>
<td>a) Presentation of research work*** and discussion</td>
<td>30 minutes (20 minutes presentation + 10 minutes discussion)</td>
</tr>
<tr>
<td>Examination</td>
<td>1 hour</td>
<td>b) The second part includes discussion on a “hot topic”, or recent article, which will be made known to the candidates in advance</td>
<td>30 minutes (100 marks each = total 200 marks)</td>
</tr>
</tbody>
</table>

*** The topic chosen by the candidate shall correspond to research work conducted by the Resident herself/himself. That means that the topic chosen by the candidate shall be original and contribute to the improvement of bovine health management. This can correspond either to fundamental or applied research. The implication of the Resident herself/himself in the work presented, which is expected to be major, shall be clearly described in the presentation. Thus, the candidate shall present her/his work according to the format/standards for scientific congresses (Context and Objectives, Material and Methods, Results and Discussion, Perspectives and Conclusion). If the topic for this oral presentation is not research, the candidate will receive 0 points (out of 100 marks).

Candidates and their work will be identified by candidate number only (except for the oral examination). Candidate numbers will be allocated by the ECBHM administration office prior to
the examination and will remain confidential until after the marking of all the written examination work is completed.

Marking of the Papers
All questions will be marked against pre-determined outline specimen answers by at least two (2) examiners. The pass mark for each section is 60 %. The examination performance will not be further graded. Candidates that pass both sections are eligible to be certified as ECBHM Diplomates. Candidates that fail one of the sections only have to re-sit that one section.

6.4 Examiners
There will be up to six (6) examiners on the Examination Committee. Each examiner will normally serve for three (3) years unless a recommendation from the ECBHM Board suggests otherwise. In addition, the Examination Committee may ask one or several external independent examiner(s) to join the committee for the examination.

6.5 Communication of Examination Results

The chairperson of the Examination Committee will forward the results of the examination to the Board for approval. Following approval by the Board, the Secretary of the College will inform candidates of the outcome electronically and in addition per registered mail in case of failure. Results will be communicated to the candidates within four (4) weeks of the completion of the examination. In case a candidate fails to demonstrate that he/she has reached the required level of expertise, a brief written examiners’ report (describing which components of the exams are below or above the pass rate) will also be provided to the candidate to aid his/her preparation for future examination attempts.

The candidates must pass the examination within six years of being notified that they have satisfied the credentials process. The number of re-applications to sit the examination is limited to three (3) (four (4) attempts in total). Failure to pass the examination within five (5) years of the first sitting will prevent the candidate from being certified.

6.6 Repeating of the Examination

Candidates who wish to re-sit the examination must indicate their intention to the Examination Committee (via the administration office of the College) by March 1st of the year in which they wish to re-sit the examination. Re-application credentials must include:

a) A list including the date of credentials approval and all dates of examination attempts.
b) Proof of payment of the examination fee as stated in 5.6. of Policies and Procedures.
CHAPTER 7

The Re-Evaluation Process

7.1 The Re-Evaluation

To maintain the status of practising Diplomates, Diplomates of the College are required to undertake re-evaluation at intervals of five (5) years. The credentials for re-evaluation are settled by the Credentials Committee and are aimed to verify the involvement of the Diplomates in the field of bovine health management during the preceding five years. The system for re-evaluation is based on credit points in various categories as specified in the list of the “Re-evaluation criteria” (Annex VIII). Diplomates must submit their credentials electronically to the administration office (admin@ecbhm.org) on or before December 31st of the due year by use of the “Re-evaluation application form” (Annex IX) available on the website of the College (www.ecbhm.org).
ANNEX I

Application for Approval of a Standard Residency Programme (SRP)

(To be downloaded also on the website of the ECBHM - www.ecbhm.org)

Name of the Resident:

Private address:

Date of entry into the residency programme:

Full time □ - part time □ residency programme

Expected date of planned completion of the residency:

Expected year of Certifying Examination:

Institution:

Programme director:

Primary supervisor:

Additional supervisors:

Other Institution:

Graduate degree study (optional):

Short description (1 page max) of planned research project(s):

1 This application must be submitted within three months from the beginning of residency training.
2 The period of the SRP can be taken consecutively or on a part time basis as long as the total time spent on training equals or exceed 2.5 to 3 years (full-time equivalent) and the total period does not exceed 5 years.
3 The Institution must be approved by the ECBHM.
4 The programme director must be a practicing Diplomate of the ECBHM.
5 The primary as well as the additional supervisors must to be practicing Diplomate(s) of the ECBHM.
6 Training in individual animal medicine can take place under the direct supervision of a Diplomate of the ACVIM, who must spend at least 50% of his/her professional time dedicated to bovine medicine.
7 Residents are encouraged to gain experiences in more than one institution (must not be ECBHM-approved).
8 Graduate degree programmes may be included in the SRP. If a graduate degree programme is to be undertaken the E&R Committee may stipulate that the combined programme (SRP plus graduate degree) be extended beyond 3 years.
9 Residents must complete an investigative project that contributes to the advancement of bovine health management over a period of at least 12 months. Guidelines for completion of the Application for a Standard Residency Programme regarding research projects are provided at the end of this document.
By signing this application form, applicant and supervisors declare that the proposed SRP will be carried out in accordance with the requirements given in the Information and Training Brochure of the ECBHM.

Site and date:__________________________________________________________

Applicant:___________________________________________________________

Programme director:__________________________________________________

Primary supervisor:____________________________________________________

Attachments to this application form

a) Covering letter signed by the applicant.


c) Confirmation that the internship has fulfilled the requirements set out in the Information and Training Brochure of the ECBHM and signed by the supervisor of the internship or the Primary Supervisor.\(^{10}\)

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\(^{10}\) Internship programme must have:

- Provided a minimum of 12 months clinical experience;
- Covered all aspects of general bovine practice at the individual and herd level;
- Been preferably under the direct supervision of at least one ECBHM Diplomate; however this may not be possible for practice based equivalents to internship programmes
Research Project – Guidelines for completion of the Application for a (Standard and Alternative) Residency Programme

The ability to assess the evidence base for recommendations in bovine health management is a critical outcome of training in the Residency Programme. Consequently it is important that Residents engage actively in research to develop their understanding of the scientific approach to investigation and to develop their own research skills. The purpose of the field in the Application for a Residency Programme “Short description (1 page max) of planned research project(s)” is to ascertain that there is a feasible research project that can be undertaken during the Residency Programme.

It is suggested that the Applicant addresses this field using the following headings. The maximum response is one page, so each section should be limited to one to ten lines of text.

1. **Title of research project.** This should give an indication of the scope and objectives of the project.
2. **Background to research project.** This should be a short statement that provides justification for the study.
3. **Hypothesis and or objectives.** This should state concisely what is being tested in the proposed study. It might be in the form of a hypothesis or one or more objectives, in the case of a project that is intended to develop methodologies.
4. **Methods or approach.** This should concisely state how the objectives will be addressed. There is no need for information on the number of samples or the specific details of assays to be used unless this is the primary focus of the research project (for example a comparison of methods).
5. **Resources required.** This section should state what resources are required and whether they are currently available. If they are not available, the strategy for obtaining them should be stated.
6. **Supervision or collaboration.** List the supervisors or collaborators who have agreed to assist with this project
ANNEX II

Application for Approval of an Alternative Residency Programme (ARP)

(To be downloaded also on the website of the ECBHM - www.ecbhm.org)

Name of the Resident:

Private address:

Date of entry into the residency programme:

Expected date of planned completion of the residency:

Expected year of Certifying Examination:

Proposed training site: Bovine practice ☐

Cattle health service ☐

Other ☐

Description of the training site:

Primary supervisor:

Local mentor:

Additional supervisor(s):

Other Institution(s):

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11 This application must be submitted within three months from the beginning of residency training.
12 The alternative programme should not last longer than 6 years.
13 e.g. number of veterinarians on-site, field of expertise, cases per year, number of farms under supervision, number of students/residents under supervision, fields of activity with respect to the list of aspects given in the ECBHM Information and Training Brochure, fields that are not covered by the activities of the training sites.
14 The primary as well as the additional supervisors has/have to be practicing Diplomate(s) of the ECBHM.
15 A local mentor, who can be Diplomate of the ECBHM or not, must be assigned by the proposed training site for on-site supervision of the resident in the ARP.
16 A series of predetermined specialist training modules may be provided by external institutions. Externships are highly recommended. At least 12 weeks of externship must be completed in an institution approved for SRP in the course of the ARP, ideally in more than one approved institution.
Short description of the Alternative Residency Programme\textsuperscript{17}:

Short description (1 page max) of planned research project(s)\textsuperscript{18}:

By signing this application form, applicant and supervisors declare that the proposed ARP will be carried out in accordance with the requirements given in the Information and Training Brochure of the ECBHM.

Site and date:________________________________________________________________________________

Applicant:____________________________________________________________________________________

Primary supervisor:____________________________________________________________________________

Local mentor:________________________________________________________________________________

Attachments to this application form:

a) Covering letter signed by the applicant.
c) Confirmation that the internship has fulfilled the requirements set out in the Training Brochure of the ECBHM and signed by the supervisor of the internship or the Primary Supervisor\textsuperscript{19}.
d) Contract defining the task of the Resident and assuring the Resident of adequate amounts of time for the ARP\textsuperscript{20}.

\textsuperscript{17}The applicant will be responsible for designing the ARP such that it complies with the specifications provided in the ECBHM Training Brochure and for demonstrating that the proposed ARP provides the same level of clinical training and opportunities for scholarly activity as a SRP.

\textsuperscript{18}Residents must complete, over a period of at least 12 months, an investigative project that contributes to the advancement of bovine health management. Guidelines for completion of the Application for an Alternative Residency Programme regarding research projects are provided at the end of this document.

\textsuperscript{19}Internship programme must have:
\begin{itemize}
    \item Provided a minimum of 12 months clinical experience
    \item Covered all aspects of general bovine practice at the individual and herd level
    \item Been preferably under the direct supervision of at least one ECBHM Diplomate, this may not be possible for practice based equivalents to internship programmes
\end{itemize}

\textsuperscript{20}A contract signed by the Resident, her/his employer and the local mentor must be provided, defining the tasks of the resident and assuring the Resident of adequate amounts of time for study, training and to sit the examination.
Research Project – Guidelines for completion of the Application for a (Standard and Alternative) Residency Programme

The ability to assess the evidence base for recommendations in bovine health management is a critical outcome of training in the Residency Programme. Consequently it is important that Residents engage actively in research to develop their understanding of the scientific approach to investigation and to develop their own research skills. The purpose of the field in the Application for a Residency Programme “Short description (1 page max) of planned research project(s)” is to ascertain that there is a feasible research project that can be undertaken during the Residency Programme.

It is suggested that the Applicant addresses this field using the following headings. The maximum response is one page, so each section should be limited to one to ten lines of text.

1. **Title of research project.** This should give an indication of the scope and objectives of the project.
2. **Background to research project.** This should be a short statement that provides justification for the study.
3. **Hypothesis and objectives.** This should state concisely what is being tested in the proposed study. It might be in the form of a hypothesis or one or more objectives, in the case of a project that is intended to develop methodologies.
4. **Methods or approach.** This should concisely state how the objectives will be addressed. There is no need for information on the number of samples or the specific details of assays to be used unless this is the primary focus of the research project (for example a comparison of methods).
5. **Resources required.** This section should state what resources are required and whether they are currently available. If they are not available, the strategy for obtaining them should be stated.
6. **Supervision or collaboration.** List the supervisors or collaborators who have agreed to assist with this project.
ANNEX III

Application for Approval of an Institution to be allowed to offer a Standard Residency Programme

(To be downloaded also on the website of the ECBHM - [www.ecbhm.org](http://www.ecbhm.org))

Name of the Institution:

Address:

Programme Director:

Description of the Institution

Facilities: Facilities for examination, treatment, anaesthesia, and surgery of cattle and sterilisation of instruments; portable computers, herd analysis software, and permanent internet access are available.

Yes:  
No:  In this case, please list any deficits, and state where appropriate, if these facilities can be accessed through links with another institution

Diagnostic imaging: Appropriate facilities for diagnostic imaging (radiography, endoscopy and ultrasonography) are available.

Yes:  
No:  In this case, please list any deficits, and state where appropriate, if these facilities can be accessed through links with another institution

Case load per year: Appropriate caseloads in individual medicine and at herd level are available in order to ensure sufficient training of the Resident.

Number of bovine herd health cases: _____________________
Number of individual clinical cases: _____________________
Number of diagnostic work-ups of herd problems: _____________________

---

21 Number of farms and average number of cows per farm with routine herd health management visits
Possible cooperation(s) with partner organisations such as large first opinion practices (which may allow to meet all requirements for a Standard Residency Programme):

**Clinical Pathology:** Clinical pathology laboratory for haematology, clinical chemistry, microbiology, parasitology, and cytologic diagnosis are available.

Yes: □  
No: □ In this case, please list any deficits, and state where appropriate, if laboratories can be accessed through links with another institution

**Anatomical Pathology:** Facilities for necropsy and histopathologic examination are accessible.

Yes: □  
No: □ In this case, please list any deficits, and state where appropriate, if these facilities can be accessed through links with another institution

**Medical library:** Ready access to a library containing recent textbooks and current journals relating to Bovine Health Management and its supporting disciplines is available.

Yes: □  
No: □ In this case, please list any deficits, and state where appropriate, if a library can be accessed through links with another institution

**EAEVE approval:** The Institution belongs to an EAEVE-approved veterinary school

Yes: □  
No: □

By signing this application form I herewith confirm that all the statements mentioned above are correct. Any changes relevant to the outline of the programme will be reported to the Education and Residency Committee.

Site and date:__________________________________________________________

Programme Director of the applying institution: ___________________________
ANNEX IV

Institution Re-evaluation Submission Form

Re-Certification of an Institution for offering a Standard Residency Programme

(To be downloaded also on the website of the ECBHM - www.ecbhm.org)

Name of the Institution:
Address:
Programme Director:

Any changes concerning:

- **Facilities** (Facilities for examination, treatment, anaesthesia, and surgery of cattle and sterilisation of instruments; portable computers, herd analysis software, and permanent internet access)
  - □ No
  - □ Yes, specify changes: __________________________________________________

- **Diagnostic imaging** (Appropriate facilities for diagnostic imaging, radiography, endoscopy and ultrasonography)
  - □ No
  - □ Yes, specify changes: __________________________________________________

- **Clinical and Anatomical Pathology** (Clinical pathology laboratory for haematology, clinical chemistry, microbiology, parasitology, and cytologic diagnosis, facilities for necropsy and histopathologic examination)
  - □ No
  - □ Yes, specify changes: __________________________________________________

- **Medical library** (Ready access to a library containing recent textbooks and current journals relating to Bovine Health Management and its supporting disciplines)
  - □ No
  - □ Yes, specify changes: __________________________________________________

**Cooperation(s) with partner organisations** such as large first opinion practices:
□ No
□ Yes, Cooperation partner: __________________________________________________ 
____________________________________________________________________________
________________________________________________________________________

**Case load per year:**
Number of bovine herd health cases\(^1\): _____________________
Number of individual clinical cases: _____________________
Number of diagnostic work-ups of herd problems: ________________

\(^1\)Number of farms and average number of cows per farm with routine herd health management visits

The Institution belongs to an **EAEVE-approved veterinary school**:  
□ Yes  
□ No

By signing this application form I herewith confirm that all the statements mentioned above are correct. Any changes relevant to the outline of the programme will be reported to the Education and Residency Committee.

Site and date:________________________________________________________________

Programme Director of the applying institution: ________________________________
ANNEX V

Annual Progress Report Submission Form

(To be downloaded also on the website of the ECBHM - www.ecbhm.org)

The Annual Progress Report (Sheets A to G and Annual Progress Report Summary Sheet) must be submitted electronically to the ECBHM administrative office (admin@ecbhm.org) along with a confirmation that all informations included are correct and that the Resident as well as the Primary Supervisor have read and approved the document. The Primary Supervisor must be copied as a recipient in the distribution list of the e-mail sent to the ECBHM administrative office.
### Annual Progress Report Submission Form

### Individual Clinical Case Log (Sheet A)

Resident: _________________________________________________   Institution: __________________________________________________

Primary Supervisor:  ________________________________________   Date: __________________________    Year of Residency: _______________

<table>
<thead>
<tr>
<th>Date</th>
<th>Patient ID</th>
<th>Patient category (species, type, sex, age)</th>
<th>Diagnosis</th>
<th>Clinical activity of the resident</th>
<th>Supervision*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example 07.01.2014</td>
<td>17/2014</td>
<td>HF-dairy cow, 2nd lactation</td>
<td>Left displacement of the abomasum</td>
<td>Clinical examination Surgery</td>
<td>1 4</td>
</tr>
</tbody>
</table>

*  1 = No supervision, Resident dealt with the case by her/himself
  2 = Resident dealt with the case by her/himself, supervised by a Diplomate
  3 = Resident dealt with the case by her/himself, supervised by a non-diplomate
  4 = Resident assisted, supervision of a Diplomate
  5 = Resident assisted, without supervision of a Diplomate
  6 = Resident just observed, supervision of a Diplomate
  7 = Resident just observed, without supervision of a Diplomate

The “grading” of the supervision must be provided from January 1, 2014
This indication for cases handled in 2013 is optional
### Annual Progress Report Submission Form

**Herd Health Case Log (Sheet B)**

**Resident:** ___________________________  **Institution:** ___________________________

**Primary Supervisor:** ___________________________  **Date:** ___________________________  **Year of Residency:** ______

<table>
<thead>
<tr>
<th>Date</th>
<th>Farm ID</th>
<th>Farm type</th>
<th>Area or problem dealt with on farm</th>
<th>Activity of the resident</th>
<th>Supervision</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example</td>
<td></td>
<td></td>
<td></td>
<td><strong>Farm visit, presence during milking</strong>&lt;br&gt;<strong>Data collection, calculation and discussion of results</strong>&lt;br&gt;<strong>Written report to the farmer</strong></td>
<td>4</td>
</tr>
<tr>
<td>17.03.2014</td>
<td>BB 17/14</td>
<td>Dairy farm</td>
<td>Udder health problems</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1 = No supervision, Resident dealt with the case by her-/himself  
2 = Resident dealt with the case by her-/himself, supervised by a Diplomate  
3 = Resident dealt with the case by her-/himself, supervised by a non-diplomate  
4 = Resident assisted, supervision of a Diplomate  
5 = Resident assisted, without supervision of a Diplomate  
6 = Resident just observed, supervision of a Diplomate  
7 = Resident just observed, without supervision of a Diplomate

The “grading” of the supervision must be provided from January 1, 2014  
This indication for cases handled in 2013 is optional
### Annual Progress Report Submission Form

Ancillary Topics Case Log – Pathology / Necropsies (Sheet C)

<table>
<thead>
<tr>
<th>Date</th>
<th>Animal ID</th>
<th>Animal category (species, type, sex, age)</th>
<th>Diagnosis</th>
<th>Activity of the resident</th>
<th>Supervision*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example 12.01.2014</td>
<td>23/1/14</td>
<td>Beef bull calf, 3 month</td>
<td>Urolithiasis, Rupture of the urinary bladder</td>
<td>Assistance at necropsy</td>
<td>5</td>
</tr>
</tbody>
</table>

* = No supervision, Resident dealt with the case by her/himself
2 = Resident dealt with the case by her/himself, supervised by a Diplomate
3 = Resident dealt with the case by her/himself, supervised by a non-diplomate
4 = Resident assisted, supervision of a Diplomate
5 = Resident assisted, without supervision of a Diplomate
6 = Resident just observed, supervision of a Diplomate
7 = Resident just observed, without supervision of a Diplomate

The “grading” of the supervision must be provided from January 1, 2014
This indication for cases handled in 2013 is optional.
Annual Progress Report Submission Form

Conferences, Congresses, and Professional Meetings attended Log (Sheet D)

Resident: ___________________________________________________  Institution: ___________________________________________________

Primary Supervisor: ________________________________________  Date: ________________________  Year of Residency: _________

<table>
<thead>
<tr>
<th>Date</th>
<th>Name of the meeting / event location</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>
# Annual Progress Report Submission Form

## Presentations at Conferences, Congresses, and Professional Meetings Log (Sheet E)

Resident: _____________________________________________  
Institution: ________________________________________________  

Primary Supervisor: _______________________________________  
Date: ____________________  
Year of Residency: ________

<table>
<thead>
<tr>
<th>Date</th>
<th>Duration</th>
<th>Name of the meeting / event location</th>
<th>Title, type, and duration of the presentation</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>


## Annual Progress Report Submission Form

### Lectures and Seminars attended Log (Sheet F)

Resident: _________________________________________________  
Institution: _________________________________________________

Primary Supervisor: _______________________________  
Date: ___________________________  
Year of Residency: ________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Type of event</th>
<th>Topic</th>
<th>Location</th>
<th>Speaker</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
Annual Progress Report Submission Form

Lectures and Seminars given Log (Sheet G)

Resident: _____________________________________________  Institution: __________________________________________________

Primary Supervisor: _______________________________  Date: ______________________  Year of Residency: ______

<table>
<thead>
<tr>
<th>Date Duration</th>
<th>Type of event</th>
<th>Topic</th>
<th>Location</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tr>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
# Annual Progress Report Summary Sheet

<table>
<thead>
<tr>
<th>Training element</th>
<th>Numbers *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual clinical cases</td>
<td></td>
</tr>
<tr>
<td>Herd health cases</td>
<td></td>
</tr>
<tr>
<td>Ancillary topics – Pathology / Necropsies</td>
<td></td>
</tr>
<tr>
<td>Conferences, congresses, and professional meetings attended</td>
<td></td>
</tr>
<tr>
<td>Presentations at conferences, congresses, and professional meetings</td>
<td></td>
</tr>
<tr>
<td>Lectures and seminars attended</td>
<td></td>
</tr>
<tr>
<td>Lectures and seminars given</td>
<td></td>
</tr>
</tbody>
</table>

*According to numbers given in Sheets A to G*
ANNEX VI

Guidelines for the Submission of Case Reports

According to the Information and Training Brochure (Chapter 2.2. g, page 10, and 2.4.d., page 13), the case reports (written in English) have to fulfill the following criteria:

- Be related to bovine health management
- Have been handled personally by the Resident
- Maximal length: 3000 words
- Give an impression of the analytical approach of the Resident
- Not cover the same material as in the Resident’s publications

Guidelines for the Redaction of Case Reports

- The 5 case reports must cover 5 unrelated topics of bovine health management
- The main focus of the reports should be on herd health and management, but the 5 case reports must also include descriptions of 1 or 2 individual clinical cases
- The Resident may seek advice from his/her Primary Supervisor for the selection of adequate cases but the case reports have to be written by the Resident alone (the Primary Supervisor must sign a statement confirming this point in his/her letter of reference in support of the Resident’s application to the Examination)
- Tables and figure legends are not included in the maximal length of 3000 words
- A maximum of 2 tables and 2 figures per case are allowed
- Each case report has to be saved as one individual file including all parts of it (i.e. also tables and figures in the same file) in MS-Word format
- The reports are to be submitted with the yearly progress reports (one after the first year, and two after the second and third year, respectively). The case reports are evaluated yearly by the Credentials Committee in collaboration with the Education and Residency Committee. Five accepted case reports are mandatory for admission to the Certifying Examination. The requirement for the yearly submission of 1-2 case reports starts on January 1, 2014 for newly approved residents. Residents already in a Residency Programme at that date can submit their case reports as above (1-2 per year) or submit all 5 case reports with their credentials submission for the Certifying Examination.
- Each case report will be reviewed by at least 2 members of the Credentials Committee
- Assessment of the case reports will lead to a decision “passed/failed” at the majority of the votes from the Credentials Committee
ANNEX VII

Application for Approval of Credentials to be allowed to sit the Certifying Examination

(To be downloaded also on the website of the ECBHM - www.ecbhm.org)

Candidate

Family name:

First name:

Date of birth:

Address:

Country:

Office telephone number:

Mobile number:

Fax number:

E-mail address:

University attended:

Degree(s) awarded to date (with year of achievement):

Residency Programme

Date: from / / to / / (DD/MM/YYYY)

Location:

Primary supervisor:

Programme director:

Further supervisors (with qualifications):

Other establishments attended (institution and date):

Case reports
1. **Title:**

   Individual case or herd management:

   Number of words:  
   Number of tables:  
   Number of figures:  

   Date of acceptance:  
   or new submission  

2. **Title:**

   Individual case or herd management:

   Number of words:  
   Number of tables:  
   Number of figures:  

   Date of acceptance:  
   or new submission  

3. **Title:**

   Individual case or herd management:

   Number of words:  
   Number of tables:  
   Number of figures:  

   Date of acceptance:  
   or new submission  

4. **Title:**

   Individual case or herd management:

   Number of words:  
   Number of tables:  
   Number of figures:  

   Date of acceptance:  
   or new submission  

5. **Title:**

   Individual case or herd management:

   Number of words:  
   Number of tables:  
   Number of figures:  

   Date of acceptance:  
   or new submission  


Publications
An electronic copy of each publication (or manuscript if only submitted) must be provided.

All papers have to be published, accepted for publication or at least submitted to a peer-reviewed journal by the time of credentials submission, and all must be accepted for publication no later than one month prior to the beginning of the examination. If the publication is not accepted yet by the time of credentials submission, a confirmation of submission must be provided. If a paper is accepted but not published yet, a letter of full acceptance must be provided at the time of credentials submission. For papers still undergoing review, a letter of full acceptance must be provided no later than one month prior to the beginning of the examination. Admission to the examination will only be granted if all publications according to Article 6.1. of the Bylaws are published or accepted one month prior to the examination.

1. **Paper Title:**
   Authors:
   Journal:
   Year: Volume: Issue:
   Pages:
   DOI:
   Type of Paper (original research or case report):

2. **Paper Title:**
   Authors:
   Journal:
   Year: Volume: Issue:
   Pages:
   DOI:
   Type of Paper (original research or case report):

3. **Paper Title:**
   Authors:
   Journal:
   Year: Volume: Issue:
   Pages:
   DOI:
   Type of Paper (original research or case report):
Additional files to be submitted for credentials review

- A complete curriculum vitae (in format Europass: http://europass.cedefop.europa.eu)
- A list of national or international bovine health management (buiatrics) conferences attended -at least three- (submit detailed list in this document, see below)
- A list of presentation(s) at a national or international scientific or professional meeting/conference(s) -at least one- (submit detailed list in this document, see below)
- A list of seminars -at least six- (submit detailed list in this document, see below)
- Any previous pertinent correspondence (if applicable)
- A proof of payment of the credentials evaluation fee (PayPal)
- A letter of reference from the Primary Supervisor - to be submitted by the supervisor directly to the administration office of the College

All files for Credentials review must be sent electronically to the administration office of the College: admin@ecbhm.org.

For further informations please contact the chairperson of the Credentials Committee.

Submission deadline: March 1st of the planned examination year
Attendance to congresses in the field of bovine health management

International congresses
1. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:

2. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:

3. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:

Other congresses
1. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:

2. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:

3. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:
Presentations at national or international buiatrics congresses

Oral presentations at international congresses

1. Congress description:
   Location:
   Date:
   Title of the presentation:

2. Congress description:
   Location:
   Date:
   Title of the presentation:

3. Congress description:
   Location:
   Date:
   Title of the presentation:

Oral presentations at national congresses

1. Congress description:
   Location:
   Date:
   Title of the presentation:

2. Congress description:
   Location:
   Date:
   Title of the presentation:

3. Congress description:
   Location:
   Date:
   Title of the presentation:
List of seminars

1\textsuperscript{st} topic:
Duration of the seminar:
Attendants (faculty, residents, graduate students, ...):
Number of participants:
Date and location of the event:

2\textsuperscript{nd} topic:
Duration of the seminar:
Attendants (faculty, residents, graduate students, ...):
Number of participants:
Date and location of the event:

3\textsuperscript{rd} topic:
Duration of the seminar:
Attendants (faculty, residents, graduate students, ...):
Number of participants:
Date and location of the event:

4\textsuperscript{th} topic:
Duration of the seminar:
Attendants (faculty, residents, graduate students, ...):
Number of participants:
Date and location of the event:

5\textsuperscript{th} topic:
Duration of the seminar:
Attendants (faculty, residents, graduate students, ...):
Number of participants:
Date and location of the event:

6\textsuperscript{th} topic:
Duration of the seminar:
Attendants (faculty, residents, graduate students, ...):
Number of participants:
Date and location of the event:
ANNEX VIII

Criteria for the Re-Evaluation as an Active Diplomate of the ECBHM

In compliance with II.A.13 of the Policies and Procedures of the European Board of Veterinary Specialisation (EBVS), the European College of Bovine Health Management establishes the following system for periodic re-evaluation of practising Diplomates. Every five years, practising Diplomates must provide evidence for their involvement both in the field of bovine health management and in the activities of the College during the preceding five years. They have to accumulate a minimum total of 100 credit points in various categories, as detailed below. No credit points can be granted for education or training in non-scientific or non-evidence-based medicine.

Categories
- Attendance of national or international buiatrics congresses
- Publications in the field of bovine health management
- Presentations at national or international buiatrics congresses
- Contributions to continuing professional development for practitioners
- Training of residents
- Serving on committees
- Preparation of Exam questions

### Attendance of congresses in the field of bovine health management

<table>
<thead>
<tr>
<th>Maximum 60 points</th>
<th>Points / half day</th>
</tr>
</thead>
<tbody>
<tr>
<td>International congress *</td>
<td>4</td>
</tr>
<tr>
<td>Other congress</td>
<td>3</td>
</tr>
</tbody>
</table>

* A minimum of 2 congresses hosting the ECBHM AGM must be attended in each 5-year recertification period (including attendance of the AGM), unless the Diplomate is specifically dispensed of this obligation by the Credentials Committee.

### Publications in the field of bovine health management

<table>
<thead>
<tr>
<th>Maximum 50 points</th>
<th>Points/publication</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full length paper in a peer-reviewed journal (IF≥0.7)**</td>
<td>10</td>
</tr>
<tr>
<td>Full length paper in other peer-reviewed journal (IF&lt;0.7) and short communication (IF≥0.7)</td>
<td>6</td>
</tr>
<tr>
<td>Review paper in a peer-reviewed journal and book chapter</td>
<td>8</td>
</tr>
<tr>
<td>Short communication (IF&lt;0.7) and published abstract in any peer-reviewed journal</td>
<td>3</td>
</tr>
</tbody>
</table>

** The Impact Factor (IF) of a Journal is defined at the moment of the publication date.
### Presentations at national or international buiatrics congresses

<table>
<thead>
<tr>
<th>Maximum: 50 points</th>
<th>Points/presentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral presentation at international congress</td>
<td>10</td>
</tr>
<tr>
<td>Oral presentation at national congress</td>
<td>4</td>
</tr>
<tr>
<td>Poster (first author)</td>
<td>3</td>
</tr>
</tbody>
</table>

### Contributions to continuing professional development for practitioners

<table>
<thead>
<tr>
<th>Maximum 40 points</th>
<th>Points / hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lectures and / or courses</td>
<td>4</td>
</tr>
</tbody>
</table>

*An hour of training activity is defined as a 45-minutes (equals 1 academic hour) contact period of the Diplomate with practitioners; during this time either new information on topics relative to bovine health management is provided in form of an oral presentation or the participants (practitioners) have the opportunity to acquire new skills in the field of bovine health management under the guidance of the Diplomate. Credit points can be obtained maximum twice per year for the same presentation or workshop.*

### Training of residents

<table>
<thead>
<tr>
<th>Maximum: 50 points</th>
<th>Points/resident-year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resident/year of supervision (responsible)</td>
<td>6</td>
</tr>
<tr>
<td>Resident/year of supervision (additional)</td>
<td>3</td>
</tr>
<tr>
<td>Training of residents in private practice (per month)</td>
<td>3</td>
</tr>
</tbody>
</table>

### Serving on committees

<table>
<thead>
<tr>
<th>Maximum: 30 points</th>
<th>Points / year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examination Committee</td>
<td>5</td>
</tr>
<tr>
<td>Education &amp; Residency Committee</td>
<td>5</td>
</tr>
<tr>
<td>Credentials Committee</td>
<td>5</td>
</tr>
<tr>
<td>Nomination Committee</td>
<td>5</td>
</tr>
<tr>
<td>Appeal Committee</td>
<td>5</td>
</tr>
<tr>
<td>Board*</td>
<td>5</td>
</tr>
</tbody>
</table>
Chairmanship of a Committee | 3
National Buiatric Committee (max. 15 points) | 3

*The President and Vice-President are ex officio members of all committees, but may count points in one category only.*

Exam questions accepted by EC (max. 10 points)

| Per question accepted | 1 |

Applications for Re-Evaluation must be sent electronically (pdf format is preferred but other generally used formats are acceptable as well) to the administration office of ECBHM: admin@ecbhm.org. Submission deadline is **December 31 of the due year.**

**Failed re-certification, re-submission of re-evaluation credentials**

Diplomates who fail to submit their credentials in time and/or do not fulfill the criteria for re-certification remain practising members of the College for one year immediately following evaluation and can re-submit credentials for re-certification once (one year after failed re-certification). If such individuals fail to re-submit credentials and/or still do not fulfill the criteria (upgraded for a period of 6 year, i.e. 120% of basic requirements), they become non-practising diplomats according to Article 2.3. of the Bylaws of the ECBHM.

Reverting from non-practising status to full Diplomate status is possible in certain conditions on 150% of basic requirements. Details are given in article 2.6. of the Bylaws of the ECBHM.
ANNEX IX

Application for the Re-Evaluation as Practising Diplomate of the ECBHM

(To be downloaded also on the website of the ECBHM - www.ecbhm.org)

Re-Evaluation Application Form

Please complete this application form thoroughly to ensure that all required information is provided. Only fully completed application forms will be reviewed. Re-certification credentials submitted otherwise (e.g. in form of a curriculum vitae) will not be accepted. After dating and signing, please submit this form preferably as a pdf file (other file formats will also be accepted) to the administration office of the College admin@ecbhm.org

Name:

Affiliation / Institution:

Address:

E-mail address:

Phone:

Fax:

Date of recognition as an ECBHM Diplomate (MM, YYYY):
Re-certification Credentials

### Attendance at congresses in the field of bovine health management

<table>
<thead>
<tr>
<th>Maximum 60 points</th>
<th>Points / half day</th>
<th># of half days</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>International congress</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other congress</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overall total</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* A list of the congresses with a description (e.g. World Buiatrics Congress), the date and location must be provided at the end of this document. A minimum of 2 congresses hosting the ECBHM AGM must be attended in each 5-year re-certification period (including attendance of the AGM), unless the Diplomate is specifically dispensed of this obligation by the Credentials Committee. Attendance of the ECBHM AGM must be specified in the list of the congresses.

### Publications in the field of bovine health management

<table>
<thead>
<tr>
<th>Maximum 50 points</th>
<th>Points / publication</th>
<th># of publications</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full length paper in a peer-reviewed journal (IF≥0.7)</td>
<td></td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Full length paper in other peer-reviewed journal (IF&lt;0.7) and short communication (IF≥0.7)</td>
<td></td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Review paper in a peer-reviewed journal and book chapter</td>
<td></td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Short communication (IF&lt;0.7) and published abstract in any peer-reviewed journal</td>
<td></td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Overall total</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* A list of the publications (including the impact factor of the journal) must be provided at the end of this document.
**Presentations at national or international buiatrics congresses**

<table>
<thead>
<tr>
<th>Points / presentation</th>
<th># of presentations</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral presentation at international congress</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Oral presentation at national congress</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Poster (first author)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td><strong>Total overall</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Presentations must be documented with the title, the type of presentation (oral presentation, poster), and the date and location of the event. A list of the presentations must be provided at the end of this document.

**Contributions to continuing professional development for practitioners**

<table>
<thead>
<tr>
<th>Points / hour</th>
<th># of hours</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lectures and / or courses</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

* An hour of training activity is defined as a 45-minutes (equals 1 academic hour) contact period of the Diplomate with practitioners; during this time either new information on topics relative to bovine health management is provided in form of an oral presentation or the participants (practitioners) have the opportunity to acquire new skills in the field of bovine health management under the guidance of the Diplomate. Credit points can be obtained maximum twice per year for the same presentation or workshop. Training activity must be listed at the end of this document, indicating the title, the type of training (presentation, workshop), the duration of the lectures or courses, the number of participants, and the date and location of the event.

**Training of residents**

<table>
<thead>
<tr>
<th>Points/resident-year</th>
<th># resident-year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resident/year of supervision (responsible)</td>
<td>6</td>
</tr>
<tr>
<td>Resident/year of supervision (additional)</td>
<td>3</td>
</tr>
<tr>
<td>Training of residents in private practice</td>
<td>3 per month</td>
</tr>
<tr>
<td><strong>Overall total</strong></td>
<td></td>
</tr>
</tbody>
</table>

* According to the Application for Approval of Standard Residency Programme, which must be documented by attaching a copy of this document.

**Exam questions accepted by EC (max. 10 points)**

<table>
<thead>
<tr>
<th>Per question accepted</th>
<th>Total</th>
</tr>
</thead>
</table>
### Serving on committees

<table>
<thead>
<tr>
<th>Committee</th>
<th>Points / year</th>
<th># of years</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examination Committee</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education &amp; Residency Committee</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Credentials Committee</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nomination Committee</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appeal Committee</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Board†</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chairmanship of a Committee</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>National Buiatrics Committee (max. 15 points; written confirmation required)</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Overall total**

*The President and Vice-President are *ex officio* members of all committees, but may count points in one category only. A written confirmation of service indicating function and year must be provided.*

**Total number of points achieved:**

≥100 points needed for regular re-certification

I hereby confirm my active participation in the activities of the College (Constitution, Article 4.5.1.) and that the specialty has been practiced at least 20 hours per week in the last 5 years.

The applicant confirms that all information above is complete and exact.

Date: 
Signature: 

Applications for re-evaluation must be sent electronically (pdf format is preferred but other generally used formats are acceptable as well) to the administration office of ECBHM: admin@ecbhm.org.

Submission deadline: December 31 of the re-certification year.
Detailed lists

Attendance at congresses in the field of bovine health management

International congresses
1. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:

2. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:

3. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:

Other accredited congresses
1. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:

2. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:

3. Congress description:
   Location:
   Date:
   Number of half days of lectures or courses:
<table>
<thead>
<tr>
<th>Publications in the field of bovine health management</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bibliographical reference of the publication (authors, journal, publication year, volume, pages)</strong></td>
</tr>
<tr>
<td>-----------------------------------------------------</td>
</tr>
<tr>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

*Categories: 1. Full length paper (IF ≥ 0.7): 10 points  
2. Full length paper in other peer-reviewed journal (IF< 0.7) and short communication (IF ≥ 0.7): 5 points  
3. Review paper in a peer-reviewed journal and book chapter: 8 points  
4. Short communication (IF<0.7) and published abstract in any peer-reviewed journal: 2 points  

**Impact Factor of the Journal at the time of publication (IF of the publication year)**
Presentations at national or international buiatrics congresses

Oral presentations at international congresses

1. Congress description:
   Location:
   Date:
   Title of the presentation:

2. Congress description:
   Location:
   Date:
   Title of the presentation:

3. Congress description:
   Location:
   Date:
   Title of the presentation:

Oral presentations at national congresses

1. Congress description:
   Location:
   Date:
   Title of the presentation:

2. Congress description:
   Location:
   Date:
   Title of the presentation:

3. Congress description:
   Location:
   Date:
   Title of the presentation:

Poster presentations (as the first author)

1. Congress description:
   Location:
   Date:
   Title of the poster presentation:

2. Congress description:
   Location:
   Date:
   Title of the poster presentation:

3. Congress description:
Workshops

1. Workshop description:
   Location:
   Date:
   Contribution to the workshop:

2. Workshop description:
   Location:
   Date:
   Contribution to the workshop:

3. Workshop description:
   Location:
   Date:
   Contribution to the workshop:

Contributions to continuing professional development for practitioners

1. Topic:
   Type of training (presentation/workshop):
   Duration of the lectures or courses:
   Number of participants:
   Date and location of the event:

2. Topic:
   Type of training (presentation/workshop):
   Duration of the lectures or courses:
   Number of participants:
   Date and location of the event:

3. Topic:
   Type of training (presentation/workshop):
   Duration of the lectures or courses:
   Number of participants:
   Date and location of the event:
ANNEX X

Reference letter template EBVS

Name of applicant:

Title of speciality:

Position for which applying:
Founding □  De Facto □  Re-evaluation □  By equivalent exam □  Internationally recognised □

1. In what capacity do you know the applicant?

*It is not allowed that the referee is a relative or partner (business or social) of the applicant. One referee should be an EBVS-recognised Diplomate from the same country and of the same speciality. If there are no professionally qualified persons in the applicant's country or speciality, specialists in other disciplines or a senior colleague (e.g. Head of Department, Dean) may act as a referee. Only one academic colleague at the same institute may provide a reference.*

2. How long have you known the applicant's work?

*A referee must normally have known the applicant for the five-year period prior to application/re-application that the applicant is offering as experience in their speciality. A professional and not a personal reference is required.*

I know the applicant
personally □
by reputation □

3. List the criteria by which, in your opinion, the applicant is maintaining their EBVS Specialist status.

*The EBVS expects that all Specialists have:*
- been practising (through practice, teaching and research) their speciality for at least 60% of their time (24 hours per week), for the last 5 years;
- demonstrated satisfactory moral and ethical standing in the profession;
- practised scientific, evidence-based veterinary medicine, which complies with animal welfare legislation;
- promoted continuous improvement in the quality and standard of specialist practice;
- communicated effectively with the public and with professional colleagues.

I confirm that I have read the applicant’s application form. □

I signify below my whole-hearted support for this application for. □
Any other comment:

Signature:

Name (in capital letters):

Date:
Model Questions for the Certifying Examination of the ECBHM

Single best answer questions

Paper 1 : 50 MCQ : 1 hour, Paper 2 : 100 MCQ : 2 hours

**Question:** Which of the following methods can be used for the reduction of bacterial contamination in colostrum without reducing quality? (1 mark)

I. Pasteurization for 30 min. at 63°C
II. Pasteurization for 60 min. at 60°C
III. Refrigeration at 5°C for 2 days
IV. Pasteurization for 15 sec. at 72°C
V. No method available

**Answer:** (write appropriate number)

**References:**


Heat treatment of bovine colostrum. I: effects of temperature on viscosity and immunoglobulin G level.

**Long question (50 marks)**

Time to answer: 1.5 hours for 2 questions

**Question:** Describe traditional manual-based dairy calf feeding systems and discuss factors that may contribute to malnutrition as a herd or single calf problem in pre-weaned dairy calves in this context. Describe and discuss the minimal standards relating to the protection of calves in European legislation that relate to nutrition.


Traditionally dairy calves are fed about 10 % of body weight in milk or milk replacer. The average Holstein calf traditionally weighed slightly less than 40 kg and the feeding regime was further simplified to 2 litres milk replacer (or 2 quarts in the U.S. which is even less) twice daily. This restricted feeding encouraged calves to eat concentrates as early as possible and
European College of Bovine Health Management

minimized costs. However, the energy provided is just enough for the ‘average calf’ to allow for minimal weight gain under ‘optimal conditions’.

The following problems arise from this traditional feeding regime:

- Even the ‘average’ Holstein calf nowadays is heavier at birth
- The energy content of milk replacers is lower than that of whole milk + the quality of milk replacer can be very variable. Non-milk proteins can cause poor digestibility in young calves.
- Every kind of stress or immune response elevates the energy requirements (transport, grouping)
- ‘Optimal conditions’ imply thermoneutral (15 – 25 °C) environment. Energy needs increase rapidly with falling temperatures, but also with heat.
- The regime relies on calves eating concentrates very early in life, so they can make up for low weight gains in the first weeks. That requires that calves actually have access to palatable, fresh concentrates at all times.
- Concentrate intake is increased by the availability of water. (Calves will drink water almost irrespective of the amount of milk given around 1.5l/day but can be >4l)
- In group feeding systems individual weaker calves may have a problem with competition, especially if there are fewer teats than calves, or not enough trough space.
- When milk is withdrawn from diarrhoeic calves that are already criss-crossing the borderline of malnutrition, they can literally starve to death. Hence the need to keep feeding milk to diarrhoeic calves.

European legislation (Council Directive 2008/119/EC of 18 December 2008 laying down minimum standards for the protection of calves) is very generic and leaves plenty of room for interpretation:

- All calves must be provided with an appropriate diet adapted to their age, weight and behavioural and physiological needs, to promote good health and welfare. To this end, their food must contain sufficient iron to ensure an average blood haemoglobin level of at least 4.5 mmol/litre, and a minimum daily ration of fibrous food must be provided for each calf over two weeks old, the quantity being raised from 50 g to 250 g per day for calves from eight to 20 weeks old.
- All calves must be fed at least twice a day. Where calves are housed in groups and not fed ad libitum or by an automatic feeding system, each calf must have access to the food at the same time as the others in the group.
- All calves over two weeks of age must have access to a sufficient quantity of fresh water or be able to satisfy their fluid intake needs by drinking other liquids. However, in hot weather conditions or for calves which are ill, fresh drinking water must be available at all times.
Problem-based question
Time to answer: 2 questions, to take 3 hours (1.5 hours each)

This question attempts to reflect an on-farm situation that the candidate might encounter. Clearly, in many instances the herds will be bigger but it is the candidate’s understanding of the principles of and the approach to the investigation that are the primary focus of this question. Since some computation is needed, there is an ample time allowance (90 minutes per question) and significant marks allocation for this type of question (100 for each of the two questions).

Question: A new client with a relatively small dairy herd of 34 milking cows and four in-calf heifers asks you to look at his available records and assess the farm with a view to identifying any potential problems that might be limiting profitability or welfare. Cows are housed during the winter and grazed during the summer and milked through a 4x4 herringbone parlour. During housing period, they are fed grass silage by direct access to the silage pit and given concentrate both in the parlour (2 kg twice a day) and out of parlour (up to a maximum of 10 kg in 6 feedings).

Please comment on what you consider these data are telling you. (Herd data are provided in Appendix A).

Describe the investigative approach you would adopt and your management of the challenge given to you by the farmer, given the information and data provided.


1) Analysis of the data (see Appendix A)

Half the marks awarded derive from interpretation of the data (50 marks)

a) Notice that the records do not include young heifers being bred for the first time (2 marks)

b) Comment on calving pattern-calves all year round but more in spring (2 marks)

<table>
<thead>
<tr>
<th></th>
<th>2005</th>
<th>2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>May</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Jun</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>Jul</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Aug</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Sep</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Oct</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Nov</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Dec</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Jan</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Feb</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Mar</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Apr</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>May</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Jun</td>
<td>3</td>
<td>0</td>
</tr>
</tbody>
</table>

c) Comment that yield/day seems reasonably good for this type of small farm - mean 34 kg/d, range 17 to 51 kg/d, 305 d average likely over 8,500 kg, probably over 9,000 kg. Avg. fat rather low (3.7%), protein good (3.2%) OK - cell counts and bactoscan/tbc (not available ask for them?) (4 marks)

d) Notice that best overall performance is from lactation 3 cows (2 marks)

e) Comment on herd distribution - 33 cows in herd; 7 earmarked for culling & not served and 21 served: expect there will be a need for more than 7 replacements over next year yet only 4 identified within in-calf heifer group (4 marks)
f) Notice that, interestingly, relatively low number of 2nd calvers in herd profile suggests this has happened before (4 marks)

<table>
<thead>
<tr>
<th>Lactation Number</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Cows</td>
<td>9</td>
<td>3</td>
<td>7</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>


g) Comment on days to first service & conception – not too bad? Looks like does not usually start serving before 50 days apart from one exception (29 days) (4 marks)

<table>
<thead>
<tr>
<th></th>
<th>Days to first service</th>
<th>Days to conception</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mean</td>
<td>72.9</td>
<td>89.9</td>
</tr>
<tr>
<td>Range</td>
<td>67</td>
<td>74</td>
</tr>
<tr>
<td>Minimum</td>
<td>29</td>
<td>59</td>
</tr>
<tr>
<td>Maximum</td>
<td>96</td>
<td>133</td>
</tr>
<tr>
<td>Count</td>
<td>21</td>
<td>15</td>
</tr>
</tbody>
</table>

h) Comment on the spread of days to conception, which is reasonable although quite a few >100 days (4 marks)

<table>
<thead>
<tr>
<th>Days to conception</th>
<th>50-60</th>
<th>61-70</th>
<th>71-80</th>
<th>81-90</th>
<th>91-100</th>
<th>101-110</th>
<th>111-120</th>
<th>121-130</th>
<th>131-140</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Cows</td>
<td>1</td>
<td>2</td>
<td>5</td>
<td>1</td>
<td>0</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

i) Comment on submission rate derived from number served from 50 to 75 days, divided by rest - ~55% a bit lower than desired but not unusual (4 marks)

j) Comment on inter-service intervals - really too few for meaningful analysis esp., with treatments but confirm submission rate (4 marks)

<table>
<thead>
<tr>
<th>Interservice intervals</th>
<th>&gt;18</th>
<th>18 to 24</th>
<th>25 to 35</th>
<th>36 to 48</th>
<th>&gt;48</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of cows</td>
<td>2</td>
<td>1</td>
<td>3</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

k) Comment on pregnancy rates – overall really quite reasonable given yield etc. (4 marks)
I) **Notice** that overall 89% of cows served with a known PD result have become pregnant (at 1.82 services per recorded pregnancy), no evidence of bull problem though few numbers (4 marks)

<table>
<thead>
<tr>
<th>Service</th>
<th>1st</th>
<th>2nd</th>
<th>3rd</th>
<th>4th</th>
<th>all</th>
</tr>
</thead>
<tbody>
<tr>
<td>All known results</td>
<td>19</td>
<td>8</td>
<td>3</td>
<td>1</td>
<td>31</td>
</tr>
<tr>
<td>% Pregnant</td>
<td>47%</td>
<td>63%</td>
<td>67%</td>
<td>100%</td>
<td>55%</td>
</tr>
<tr>
<td>BULL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>aa</td>
<td>50%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>gi</td>
<td>60%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>wdc</td>
<td>30%*</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* one not PD’d

2) **Description of the investigative approach the candidate would adopt**

*Half the marks awarded derive from the description of the investigative approach (50 marks)*

a) Report the analysis to the client but do not give any recommendations until you have visited farm (4 marks)

b) Ask to visit the farm (4 marks)

c) Assess cow body condition, welfare e.g. broken ribs hock sores etc. (6 marks)

d) Assess access to feed, weigh an aliquot of food from in-parlour and out-of-parlour feeders (if not done regularly) (4 marks)

e) If in summer look at grazing assess grass heights (overall aim for 8 to 10 cm with rising plate on entrance & 3 to 4 cm on exit) and overall "forage" (grazed + silage etc.,) stocking rate/ha should be around 2 to 2.5cows/ha) (4 marks)

f) Assess water access as a rough guide, expect ~10% of cows to be able to drink at one time remember lactating cows drink a lot (~100l) even on wet grass! (4 marks)

g) Assess buildings, cubicles (if cows are in could use the cow comfort quotient or CCQ = number of cows lying properly in stalls (× 100) divided by the number of cows that were lying or standing with 2 or 4 feet in the stall) and walkways for "comfort" (6 marks)

h) View milking technique - if possible ascertain quality of health records e.g. individual cow somatic cell counts, treatment records (4 marks)

i) Ask to see young stock - does he breed all his own replacements? - problem of adequate replacements each year and approach to this (4 marks)

j) Assuming all quite reasonable, congratulate client on quite a well-run herd (2 marks)

k) Try to discover how client approaches cows not seen in oestrus by 50 days post calving or found to be not pregnant; suggest regimes for both of these depending on findings (4 marks)

l) Suggest how some improvement might be made in efficiency of oestrus detection - use of pedometers collars etc.? Cost advantage in small herd? (4 marks)
m) Assess buildings, cubicles (if cows are in could use the cow comfort quotient or CCQ = number of cows lying properly in stalls (× 100) divided by the number of cows that were lying or standing with 2 or 4 feet in the stall) and walkways for “comfort” (6 marks)

n) View milking technique - if possible ascertain quality of health records e.g. individual cow somatic cell counts, treatment records (4 marks)

o) Ask to see young stock – does he breed all his own replacements? – problem of adequate replacements each year and approach to this (4 marks)

p) Assuming all quite reasonable, congratulate client on quite a well-run herd (2 marks)

q) Try to discover how client approaches cows not seen in oestrus by 50 days post calving or found to be not pregnant; suggest regimes for both of these depending on findings (4 marks)

r) Suggest how some improvement might be made in efficiency of oestrus detection – use of pedometers collars etc.? cost advantage in small herd? (4 marks)
**Appendix A**: Data from the herd in Sample Problem-based question, along with some calculated values to save the candidate time.
ANNEX XII

Knowledge, Skills and Competences according to EBVS

Training of Veterinary specialists: EQF level 8

The minimum 4-year Training Programme allows graduate veterinarians, who have completed a minimum of one year internship programme or its equivalent, as defined by the ECBHM Credentials Committee, and a minimum of a 3-year College-approved Residency Training Programme to acquire in-depth knowledge of the scientific field of Bovine Health Management and its supporting disciplines under the supervision and guidance of a Diplomate of the College.

This distinguishes the Specialist level from the first clinical degree (Masters) level, which is EQF level 7, and the “middle tier” or the “Advanced Practitioner”.

Overall specialists will have the intellectual qualities, professional (including transferable) and technical skills necessary for successful employment in professional environments requiring the exercise of personal responsibility and largely autonomous initiative in professional or equivalent environments.

By his/her expertise, the specialist should have developed the self-confidence, self-criticism and sense of responsibility that are essential for the practice of the speciality.

A. In particular in relation to knowledge, specialists will be veterinarians who have demonstrated:

1. a systematic acquisition and understanding of a substantial body of facts, principles, theories and practices, which is at the forefront of their area of professional practice;
2. a high moral and ethical standard with regard to his/her contribution to the protection of animal health and welfare, human health and the environment;
3. willingness to maintain up to date knowledge through congresses and literature;
4. the ability to be acquainted with the structure, objectives, approaches and problems of the veterinary profession and specifically with regard to Bovine Health Management;
5. the ability to keep abreast of new developments in the speciality and become familiar with new methods, before applying these in practice;
6. understanding of the limitations of the speciality of Bovine Health Management;
7. understanding of the possibilities that other specialties may have to offer;
8. familiarity with the potential of multidisciplinary cooperation;
9. awareness of current E.U. and national regulations with regard to all aspects of Bovine Health Management;
10. the ability to conceptualise, design and implement research projects relevant to their own professional practice for the generation of new knowledge, applications or understanding at the forefront of Bovine Health Management;
11. a detailed understanding of applicable techniques for research and advanced professional enquiry to support all the above.

B. In particular in relation to skills, specialists will be veterinarians who have demonstrated ability to:

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1. perform at a high level of professional expertise in the speciality area of Bovine Health Management including the ability to make informed judgements on non-routine and complex issues in specialist fields, often in the absence of complete data;
2. use a full range of investigative procedures and techniques to define and refine problems in a way that renders them amenable to the application of evidence-based approaches to their solution;
3. use patient safety knowledge to reduce harm and complications;
4. communicate their ideas and conclusions clearly and effectively to specialist and non-specialist clients and audiences;
5. act professionally in the provision of customised and optimal solutions to problems with regard to animals, clients, colleagues, public health and the environment;
6. apply high level knowledge and skills at the forefront of the specialist area of Bovine Health Management to their own professional work;
7. approach problems in an analytic, scientific way and attempt to find solutions;
8. assign priorities to identified problems;
9. use modern standards of skills and equipment;
10. find required information quickly;
11. organise all aspects of his/her work efficiently and effectively.

C. In particular in relation to competences, specialists will be veterinarians who have demonstrated ability to:
1. perform at a high level of competency through teaching, research and practice in the speciality of Bovine Health Management;
2. carry out their responsibilities safely and ethically;
3. create, evaluate, interpret and apply, through clinical studies or original research, new knowledge at the forefront of their professional area, of a quality to satisfy peer review, and merit publication and presentation to professional audiences;
4. promote, within academic and professional contexts, technological, social or cultural advancement in a knowledge based society;
5. promote aptitude and proficiency in the field of Bovine Health Management.
6. continue to undertake research and/or clinical studies in the field of Bovine Health Management at an advanced level, contributing substantially to the development of new techniques, ideas or approaches in the speciality;
7. develop their professional practice and produce a contribution to professional knowledge;
8. maintain both professional expertise and research through advanced scholarship;
9. develop applied research relevant to their professional area and other scientific activities in order to contribute to the quality of the speciality of Bovine Health Management.
Quality Assurance (according to EBVS)

The mission of the College is to contribute significantly to the maintenance and enhancement of the quality of European Veterinary Specialists in Bovine Health Management across all European countries at the highest possible level so as to ensure that improved optimal veterinary medical services will be provided to the public.

1. Towards achieving this goal, ECBHM imposes special training beyond the professional veterinary degree to enhance the ability of candidates to meet certification requirements and to update the competence of specialists, and has:
2. established a policy and associated formal mechanisms for the approval, periodic review and monitoring for the assurance of the standards and quality of the programmes and awards it is offering;
3. established a system of collection, analysis and use of up to date, impartial and objective, relevant information for the effective management of the training programmes and other activities of the College, to be regularly submitted to the EBVS;
4. established a clear policy and the procedures, including a re-evaluation form, for re-certification of the Diplomates for membership of the Colleges every five years;
5. conflict of interest avoidance mechanisms in place on all levels, e.g. applications for enrolment as a resident, approval of residency programmes, approval of credentials, examinations, appeals procedures and so on;
6. established a policy and the procedures for complaints or appeals, and disciplinary actions against Diplomates or Residents/Candidates.
7. Moreover, working under the umbrella of the European Board of Veterinary Specialisation, ECBHM also contributes to its goals by ensuring that:
8. the College commits itself to the development of a culture, which recognises the importance of quality, and quality assurance in its activities, and to achieve this, it develops and implement a strategy for the continuous enhancement of quality;
9. the interests of society and veterinary profession in the quality and standards of specialist education and training are safeguarded;
10. any specified experience requirement is clearly defined, relevant to the objectives of the speciality, and amenable to evaluation;
11. a strategic plan must be developed every ten years;
12. the strategy, constitution/bylaws, policy and procedures, and all major documents of the College are publicly available;
13. residents are assessed using published criteria, regulations and procedures which are applied consistently;
14. staff involved with the training of residents are qualified and competent to do so;
15. the resources available for the support of resident learning are adequate and appropriate for each programme offered;

Accountability procedures
ECBHM has in place its own procedures which include the following:
i. a published policy for the assurance of the quality of the agency itself, made available on its website
ii. documentation which demonstrates that:

a. the processes and results reflect its mission and goals of quality assurance;

b. enforces a no-conflict-of-interest mechanism in its own activities or in the activities of its Diplomates and Residents/Candidates;

c. has reliable mechanisms that ensure the quality of any of its activities and material produced;

In accordance with its objective to function as an Organisation developing and enhancing standards and guidelines on quality assurance in the area of Bovine Health Management, and to maintain and develop co-operation with other appropriate European stakeholder organisations, ECBHM is committed to a continuing cooperation with partner organisations in Europe and beyond. These mainly include the other EBVS-recognised Colleges, the respective Associations in Europe and specialist Colleges in other parts of the world (e.g. North America, and Australasia).