January 2022

NOTICE OF UPDATE TO THE
AMERICAN VETERINARY MEDICAL ASSOCIATION (AVMA)
COMMITTEE ON VETERINARY TECHNICIAN EDUCATION AND ACTIVITIES (CVTEA)®
ACCREDITATION POLICIES AND PROCEDURES (P&P) MANUAL
Effective January 1, 2022

The AVMA Committee on Veterinary Technician Education and Activities (CVTEA)® has released an updated publication of the Accreditation Policies and Procedures (P&P) Manual of the AVMA CVTEA effective January 1, 2022 which are summarized below.

CHANGES TO THE STANDARDS OF ACCREDITATION
(additions underlined; deletions are struckthrough)

The Committee amended Standard 4e as follows:

Standard 4e. Safety of students, program personnel, and animals must be of prime consideration. 
Students must be educated on rabies risk prior to working with animals. Prior to live animal use, students must be vaccinated against rabies or the program must implement a comprehensive rabies mitigation protocol as described in Appendix A (Refer to Statement on Safety, Appendix A).


Appendix A – Rabies Supplement – Comprehensive Rabies Mitigation Plan

Rabies in humans can be prevented either by eliminating exposures to rabid animals or by providing exposed persons with prompt local treatment of wounds combined with appropriate postexposure prophylaxis (including both passive antibody administration and active immunization with cell culture vaccines). In addition, pre-exposure vaccination should be offered to persons in high-risk groups, such as veterinarians, animal handlers, and certain laboratory workers. Student safety must be considered above financial challenges. The Committee is supportive of program’s assisting students to manage the cost of vaccination including methods to integrate the cost of the vaccine into tuition or fees that may be supported by federal financial aid.

Recommended sources for guidelines regarding zoonotic disease and rabies protection:
Rabies, Centers for Disease Control and Prevention (CDC)

Comprehensive Rabies Mitigation Plan Components

1. Vaccination of animals (cats, dogs, horses, food and fiber species),
   o Documentation of rabies vaccination of all appropriate species within every medical record including date acquired, date vaccinated, holding dates for all animal resource locations. Includes a comprehensive list of all animal resources to include faculty and
student sourced animals.

2. Hold/seroconversion period post rabies vaccination (per CDC-28 days).
   - Documentation of holding period including location and handling procedures during the hold.

3. Hold period for animals not vaccinated (per CDC-45 days).
   - Documentation of holding period including location and handling procedures during the hold.

4. Communication to external parties – animal sources, off-campus sites, externship sites.
   - Memoranda of Understanding (MOUs) must include rabies notification showing either the animals or the students and teachers are vaccinated. If not, the document must list all the timelines for holding unknown animals.

5. Communication to internal parties.
   - Documentation that CEO/President and general counsel of institution has been provided comprehensive information about rabies as a disease and has signed off on a) student vaccination policy and b) comprehensive rabies mitigation plan.

6. Communication to students.
   - Documentation of comprehensive rabies information provided to students indicating student awareness of risk to a fatal disease during the program and in the profession. Explain when the information is made available to applicants and/or students and whether applicants and/or students must sign a recognition form.
   - Documentation of contact tracing of any students that worked with any unvaccinated animals in the event the animal shows signs of or is diagnosed with rabies.
   - Documentation of PPE provided for students working with live animals.
   - Documentation of any student waiver of vaccination for religious or other health reasons with alternate risk mitigation plan.
   - Documentation that student is aware of where to receive rabies vaccine availability and cost assistance (if applicable). [https://www.cdc.gov/rabies/resources/availability.html](https://www.cdc.gov/rabies/resources/availability.html)

7. Comprehensive risk assessment taking into account local rabies prevalence.
   - Documentation of risk assessment for program area and each location of primary learning, externships, and all animal resource locations used to include staff and student resources.

**Rationale for change:** Changes are intended to strengthen efforts to protect students, faculty, and program personnel from the risk of Rabies.

**CHANGES TO EQUIPMENT AND INSTRUCTIONAL RESOURCES LIST (Appendix G)**

No changes have been made to the Equipment and Instructional Resources List for this publication.

**CHANGES TO ESSENTIAL AND RECOMMENDED SKILLS LIST (Appendix H)**

No changes have been made to the Essential and Recommended Skills Lists for this publication.
CHANGES TO OTHER SECTIONS OF THE ACCREDITATION POLICIES AND PROCEDURES MANUAL OF THE AVMA CVTEA

COVID-19 Policy
The allowance for the attestation pathway has sunset effective December 31, 2021. The policy has extended allowance of virtual site visits through 2022.

Subsequent Reporting Changes

Following analysis of the reporting to the CVTEA in-between site visits, the Committee has amended Section VIII – Standard Operating Procedure for Accreditation of Programs Educating Veterinary Technicians section on Subsequent Reporting. The criteria for substantive changes requiring reporting to the CVTEA has been modified to defer many of these changes to annual reporting. Please refer to your most recent accreditation letter for the timing of your next report to CVTEA, and don’t hesitate to reach out to staff with any questions regarding reporting requirements.

Programs must continue to submit a substantive change report within 30 calendar days of implementation for the following conditions:

1. Change in program personnel, including program director, change in the veterinarian(s) who contribute to fulfilling the requirements of Standard 9e, and change in credentialed veterinary technician who fulfills the requirements of Standard 9e. This includes leaves of absence for FMLA or sabbatical.
2. Natural Disasters that impact teaching for more than two consecutive weeks.

The Committee made no changes to the substantive changes requiring pre-approval.

All substantive change reports must be submitted using the online CVTEA SCR Form.

REMINDER – ACCREDITATION FEES
Invoices for the 2022 AVMA CVTEA Annual Accreditation Fee are posted in the AVMA CVTEA Online Accreditation System by Armature https://cvtea.avma.org/ under the DOCUMENTS tab. The fee for 2022 will be $1,860. Failure to pay the annual accreditation fee by April 15 of the assessed calendar year will result in a $500 penalty fee. Programs with unpaid annual accreditation fees as of July 1 of the year due may result in Administrative Probation. Administrative Probation accreditation may result in a penalty fee up to double the annual accreditation fee.

REMINDER - PROGRAM NOTIFICATION AND REPORTING TO THE COMMUNITY
Any reference by an institution or program to CVTEA accreditation may state only the following: "[Identification of program] is accredited by the AVMA CVTEA as a program for educating veterinary technicians." If a program wishes to include the AVMA-CVTEA Accredited Logo, only the logo device provided by the CVTEA for this purpose can be used.

Programs that have had an initial application accepted, may state only the following “(Identification of program)’s application for accreditation has been accepted. An accepted application for accreditation does not guarantee accreditation and applying for accreditation does not grant any temporary status of accreditation.”