



European Veterinary Dentistry College (Equine)

A sub-speciality College of the EVDC

***De Facto* Diplomates and Founding Members**

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During the early years of each speciality within the College a *de facto* procedure may be used to expand the College membership. All applications that are still nominally within this process will be ended on 31st December 2016. Individuals who have not completed their application process by this date will have to complete an approved Residency or Alternative Residency Programme in order to satisfy the Credentials requirements.

EBVS rules allow for the appointment of *De Facto*-recognised Specialists that are not required to submit to examination in order to become an EVDC (Equine) Diplomate. The EVDC (Equine) subspeciality organising committee decided against the admission of *De Facto* Diplomates and all potential founding members were required to sit an examination.

Founding Diplomates of EVDC (Equine)

Founding Diplomate (“Fast Track”) status for EVDC (equine) may be granted by the Board up to 5 years after provisional recognition has been given to EVDC (Equine) by EBVS (i.e., until 2017). This process allows candidates without a formal equine dental training to submit credentials to sit the EVDC (Equine) certifying examination.

It is acknowledged that in the absence of any, or any significant verifiable formal training in equine dentistry, the sole means of assessing the suitability of such candidates to achieve Diplomate Status of EVDC (Equine) is by rigorous, extensive and in-depth examinations of their theoretical and clinical skills in the general field of equine dentistry.

In order to assist the further training of candidates who fail all or part of this examination, detailed, constructive written feedback will be given to them within 3 weeks of the examination identifying areas of weakness that the candidates should address prior to applying to re-sit the examination. Evidence of completion of such proposed training may be required by the Equine CC when re-assessing applications to re-sit this examination.

The Founding Diplomates (Fast Track) candidates will be selected largely on the grounds used by the Global SOC when selecting European, North American and Australian candidates to sit the Global SOC examination, i.e. that they be recognised by their professional peers as being a specialist in equine dentistry. EVDC (Equine) is currently contacting every national equine veterinary association in Europe to ensure that knowledge of the equine EVDC (Equine) fast track opportunity is widely disseminated.

To apply for Founding Diplomate status (Fast track applicant) the applicant should:

- a) Be recognised by professional peers as being a specialist in equine dentistry
(See Note 1 in Appendix)
- b) Have at least 10 years post-graduate experience in the subspecialty of equine veterinary dentistry and have contributed significantly to its development by teaching, research or practise.
- c) Be the author of 2 significant publications resulting from teaching, research or practise in equine dentistry.
- d) Be a Veterinary Surgeon of good standing working in Europe (Approved by FVE)
- e) Candidates should submit to EVDC Secretary: (In the form of word, rtf or pdf files)

Candidates should submit to EVDC Secretary: (In the form of word, rtf or pdf files):

1. An up to date CV that documents full details of their equine dentistry and oral surgery experience, including postgraduate equine dental and oral surgery training such as practical courses and meetings attended, presentations given at national or international conferences. (including titles, place and dates).
2. An overview of their case log including total case numbers, disorders treated, techniques utilised (see Note 2 in Appendix).
3. A sample of 25 completed equine dental charts (see Note 3 in Appendix).
4. Detailed records of a selection of 10 cases that required advanced equine dental techniques that have been treated over the previous 2 years including all material pertaining to them, such as dental charts, clinical reports, radiographs, photographs, other diagnostic imaging modalities, histopathology reports and follow-through information on the progress of these cases (See Note 4 and 5 in the Appendix).
5. A list of publications (See Note 6 in the Appendix).

6.1. Language

While it is not intended that English language skills should provide an unfair advantage, candidates should be sufficiently proficient in English to be able to read, write, and understand veterinary publications and examination questions in that language. Additional time has been allocated by EVDC (Equine) for both parts of the written examination in order

to ensure that non-native English speakers are not disadvantaged. In all parts of the examination a (non-medical) translation dictionary is allowed.

6.2 Plagiarism and cheating

The College takes any evidence or allegation of plagiarism or cheating very seriously. Confirmed incidences of plagiarism or cheating will have serious repercussions including possible permanent exclusion from College examinations or suspension of membership of the College.

6.3 Postponing examinations

Candidates accepted by the EVDC (Equine) Credentials Committee to take the Fast Track Examination must take this examination within 3 years of this acceptance. Candidates must pass the Credentials Examination within 8 years of acceptance of their EVDC (Equine) fast-track credentials. In the event that the Fast Track candidate does not take the Credentials Examination within 3 years of acceptance of their credentials, they must resubmit a further application to the Credentials Committee, and pay a further fee in order to regain acceptance to sit the examination. However in the event of illness or pregnancy, an extension may be given provided documented medical confirmation of this illness has been lodged with the EVDC Secretary.

6.4 Illness before or during the examination

Candidates who present themselves for the EVDC (Equine) fast-track examination are indicating that they are physically and mentally fit to sit the examination. Later declaration of illness, injury or personal problems present before or during an examination cannot be used as grounds for appealing the examination result. If a candidate suffers an injury or illness in the period immediately preceding the examination which makes it difficult for them to complete the examination without some non-academic support mechanism (e.g. special seating or lighting requirements) then they must communicate this problem *prior to sitting the examination* to the EVDC Secretary, who will inform the Chairperson of the EVDC (Equine) Examination Committee. The College will provide as much help as is feasible but cannot guarantee that all necessary help will be available.

6.5 Candidates with special needs

Candidates with special needs such as dyslexia that might entitle them to additional time in written examinations will be given consideration if their requirements/ requests are notified in advance to the EVDC Secretary (who will pass on the request to the Chairperson of the EVDC (Equine) Examination Committee).

6.6 Reapplications

Candidates whose applications to take the Fast Track Examination are rejected by the EVDC (Equine) Credentials Committee may reapply by 1st January the following year, until the fast track applications close i.e. 31st December 2016. The application materials must be presented in the manner previously described and uploaded via the TMS using that system and its templates. A further application fee is payable prior to submission of the credentials package and proof of payment should be uploaded via the TMS system.

6.7 Format of the Certification Examination

The EVDC (Equine) Examination Committee prepares the Certification Examinations that will test the candidate's knowledge in all aspects of dental anatomy, physiology and pathology of equine teeth, noting comparative features in humans and other species. Principles of disease processes affecting dental and periodontal tissues will be examined, including the effect of treatment on dental tissues. However, detailed knowledge of anatomy, and of dental disease and treatment which is specific to other species will not be expected. Knowledge of research into the anatomy, pathology and evidence-based efficacy of treatments of equine dental and oral diseases will be expected, including knowledge of current and of important historical publications. Knowledge of dental pathology, periodontal disease, oral and maxillo-facial neoplasia, paranasal sinus disease and the theoretical basis for surgical treatment is expected. A high level of expertise in performing equine dental and oral radiography and surgical procedures is a requirement.

The examination will comprise three parts

- a) **Theory Examination.** Multiple-choice questions with one correct answer and 4 distracters. 100 questions with a time limit of 3 hours 20 minutes, examined using anonymous marking.

b) **Case Oriented Multiple Choice Examination (COMC).** Multiple choice questions with one correct answer and 4 distracters, based on photographs, with 150 questions in two sessions with a 30 minute break with a time limit of 2.5 hours/session, that will also be examined using anonymous marking .

c) **Case management and practical examination.**

Candidates will be expected to clinically examine, document dental abnormalities and establish rational treatment plans in cadavers; interpret radiographs and perform procedures commonly undertaken in an Equine Dentistry and Oral Surgery referral practice on cadavers. The examination will comprise 8 examinations or procedures divided into 2 sessions of up to 4.0 hours each. These procedures will be undertaken on cadaver specimens and where possible will be examined using anonymous marking. The list of procedures that a Candidate may be examined on include oral and minimally invasive cheek teeth extractions, including of fractured teeth, treating diastemata/periodontal disease including by diastemata widening, incisor/canine teeth endodontics, repair of jaw fractures, odontoplasty, sinus trephination and surgery will be published on the EVDC website and kept up-to-date.

6.8 Examination fees

Examination fees are set by the Board of the EVDC and are published on the College website. Proof of payment should be uploaded on the TMS along with the application form. Without proof of payment, the application will not be evaluated or processed, nor will access to the examination be permitted.

6.9 Examination results

The integrity of the examinations will be maintained by the European Veterinary Dental College. The EVDC (Equine) Examination Committee will collate the examination results and make recommendations of pass or failure of the three components of the examination to the Board. These results will be based on the Identity Codes of the Candidates that are selected during a random draw by Candidates taking the examination and are kept confidential until after the deliberations on the results by the Board. Once the Board has made its decision, the identities of the Codes are made known and all Candidates will be informed of their results at the same time, within 30 days of the commencement of the examination.

Candidates who fail the EVDC (Equine) Fast Track Examination will be provided with a detailed narrative on why they failed the various section(s) of the examination and with constructive advice on how to remedy these deficits. Sections of the examination that have been passed (achieving 70%) do not have to be retaken. Each candidate shall have a maximum of four attempts at each part of the examination that must be completed within 8 years of acceptance of credentials.

6.10 Repeat Examinations

Candidates who wish to repeat any failed sections of the examination should submit the following by 1st January of the year in which the examination is to be taken:

- a) A completed application form
- b) An updated curriculum vitae
- c) Letter from the CC stating that their Credentials have been approved
- d) Proof of payment of applicable fees

These documents should be uploaded on the TMS as previously described.

6.10.1 Repeat examination fees

For current fees see the “Fees” document on the College website (www.evdc.info)

7. APPEALS

Reasons for appeal against decisions by the EVDC / EVDC (Equine) include, but are not limited to:

- (a) Deficiencies of an individual's credentials submission
- (b) Failure to achieve a pass mark in any part of the Certification Examination.

In the event of an adverse decision by the College, the Secretary of the College shall advise the affected person of the procedure for appealing this adverse decision, if requested to do so. The Appeals process is set out in the Constitution of the EVDC and available on the College website (www.evdc.info) and is summarised here:

An individual who wishes to appeal a decision made by the EVDC / EVDC (Equine) must do so within 90 days of the date of their notification of the adverse decision. An appeal should be addressed to the President of the EVDC and submitted by email to the College Secretary, stating the grounds for reconsideration of their decision and providing documentation in support of the petition. A fee will be levied by the College for such appeals

and current fees are published on the College website (www.evdc.info). If an appeal results in judgement in favour of the appellant, the fees levied will be refunded to the appellant.

The grounds for appeal are very broad but appeals are most likely to be successful when they are made against the examination process rather than the examination result. If the EVDC / EVDC (Equine) has not followed its own rules, or the rules are deemed unreasonable, then the appeal stands a good chance of success.

If the appeal is solely against the examination result then it is unlikely to be successful. Appeals do not generally provide more information to appellants on the reasons for the College's adverse decision than information routinely given following the examination. If an appellant wishes to gain additional information concerning the above, they are advised to write to the Secretary who will then pass the request on to the Chairperson of the EVDC (Equine) committee, including if needed the Executive Committee.

Following the receipt of an appeal, the Secretary shall notify the President of the College and the Chairperson of the EVDC / EVDC (Equine) committee. The President, shall within 30 days, appoint a committee of three Diplomates who are not officers or members of the Executive Committee or other relevant College committee, to serve as an Appeals Committee. All the documents supplied by the appellant and the College's reasons for the adverse decision, including where relevant, the examination marks of all Candidates (by examination Identity Code, except those of the appellant) of an examination and the criteria for evaluating Candidates' work will be provided for the Appeals Committee to review. The Appeals Committee shall meet (by electronic means) and make a decision within 60 days of their appointment. The Appeals Committee will inform the Secretary of the College who will inform the Board and the appellant of the result.

After completion of the appropriate procedure as described above, if the affected party is not satisfied with the final decision rendered by the EVDC / EVDC (Equine) Appeals Committee, he/she may request mediation by the President of the European Board of Veterinary Specialisation. The EBVS levies a fee for mediation and its decision is final.

Annexe of guidelines for EVDC Equine (Fast Track) Credentials document. (2016)

Note 1. This should take the form of a reference from an EVDC diplomate, or Internationally acknowledged specialist in Veterinary Dentistry.

Note 2. This should take the form of a word or excel table that includes details of the cases plus a summary of the number of each category as defined on page 14 (section 12) of the European Veterinary Dental College Equine Subspecialty – EVDC (Equine) Training Programmes & Credentialing document.

Note 3. These must be clearly legible, with all abbreviations defined describing precise pathological findings on oral examination, or endoscopy, with intended/executed treatment plus any drugs used (including sedatives).

Note 4. These must take the form of a case report as published in EVE, omitting the literature review. Some reflection on the outcome of the cases in light of published literature is expected.

Note 5 These cases should be selected to demonstrate a range of categories as defined in section 12 (as referenced above).

Note 6. A minimum of 1 first authored publication in a peer-reviewed scientific or veterinary journal in the field of Equine dentistry is expected. This may comprise prospective research, retrospective studies, case series, novel techniques. Single case reports MAY be accepted only if exceptionally meritorious.

A second *significant* publication is required. This may take the form of additional first author publications including case reports, case series of scientific articles.

Second author contribution to significant research or case series publications, major contribution to a book chapter with novel content in a related field, *may* be accepted.

Conference abstracts will only be accepted if they are subsequently published in peer-reviewed journals. Publications in lay-press or non-peer reviewed journals are unlikely to be accepted.

EVDC (Equine) candidates who have passed all of their credential requirements except for one of their two refereed publications should submit a “request for delayed submission of a refereed publication” along with their credentials package. Such candidates will be allowed to sit the EVDC (Equine) qualifying examination but will not be awarded the Dipl. EVDC (Equine) until the chair of the EqCC is satisfied that this requirement has also been completed and has notified the EVDC (Equine) Chair and thus the Board of this fact. This requirement should normally be completed within 24 months of successfully passing the qualifying examination.

