



**9. College/University Education (chronological order):**

University                                      Dates Attended                                      Degree, Subject & Year Obtained

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**10. If you are not a graduate of a School or College of Veterinary Medicine accredited or approved by the American Veterinary Medical Association (AVMA), do you possess a certificate issued by the Educational Commission for Foreign Veterinary Graduates (ECFVG)?**

YES \_\_\_\_ NO \_\_\_\_

**11. Additional training and education in epidemiology:**

University/Organization                                      Course/Symposium Title                                      Dates

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**12. Article V of the By-Laws of the Epidemiology Specialty requires that candidates have diplomate status in the American College of Veterinary Preventive Medicine. List the year when diplomate status was first achieved: \_\_\_\_\_**

**13. Article V of the By-Laws of the Epidemiology Specialty requires that candidates have at least two years of experience in epidemiology within five years previous to application. Time spent in a residency or graduate program with a focus on epidemiology qualifies toward the years of experience. List in sequence, beginning with present, all professional experience (research, service, internship, residency, etc.) and describe how the principle duties include the practice of epidemiology, as well as the proportion of your time in each position that was/is devoted to epidemiology. Add pages if necessary.**

(Month and Year)

a. Position Title: \_\_\_\_\_ From \_\_\_\_\_ to present

Organization: \_\_\_\_\_

Describe Principal Duties: \_\_\_\_\_

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Immediate Supervisor or Advisor: \_\_\_\_\_

b. Position Title: \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

Organization: \_\_\_\_\_

Describe Principal Duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Immediate Supervisor or Advisor: \_\_\_\_\_

c. Position Title: \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

Organization: \_\_\_\_\_

Describe Principal Duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Immediate Supervisor or Advisor: \_\_\_\_\_

d. Position Title: \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

Organization: \_\_\_\_\_

Describe Principal Duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Immediate Supervisor or Advisor: \_\_\_\_\_

**14. Teaching Appointments:**

_____	_____	_____	From _____ To _____ (month and year)
Title	Subject/Area	School/College	

_____	_____	_____	From _____ To _____ (month and year)
Title	Subject/Area	School/College	

_____	_____	_____	From _____ To _____ (month and year)
Title	Subject/Area	School/College	

**15. Professional, Scientific, and Honorary Societies:**

<u>Organization</u>	<u>Type Membership</u>	<u>Offices Held</u>	<u>Year Elected</u>
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**16. Special Honors and Awards:**

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**17. Article V of the By-Laws of the Epidemiology Specialty requires that candidates not only demonstrate epidemiologic competency through teaching epidemiology or conducting epidemiologic research or working in an epidemiology-based practice, but also have contributed to the development of epidemiology by:**

**1) providing evidence of co-authorship of at least one scientific article in the peer-reviewed literature within five years previous to application,**

**OR**

**2) if a manuscript has been submitted but is not published at the time of application, providing a letter from a collaborating researcher, faculty advisory, or epidemiologist (i.e., co-author with evidence of peer-reviewed scientific publications ) stating that the applicant has co-authored a scientific manuscript and submitted it for peer-review and publication within the 12 months prior to application. At least 60 days prior to sitting for the examination, the applicant must submit an acknowledgement from a peer-reviewed journal that the manuscript was submitted and accepted for publication,**

**OR**

**3) if the applicant wishes to satisfy this requirement through a non-peer reviewed major report (e.g., surveillance report, program monitoring report) in which she/he had a substantial role in analysis and preparation, submitting the report or a link to a publicly available version together with a detailed description of the applicant's role in the analysis and preparation of the report.**

List up to five recent epidemiologic publications in professional/scientific journals and periodicals that you authored or co-authored. At least one scientific article listed must have been published in the peer-reviewed literature within the five years previous to application (or provide a letter from a collaborating researcher or epidemiologist or peer-reviewed journal as described above).

Title of Article

Name of Publication, Volume, Date

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18. List other contributions to epidemiology that demonstrate your expertise in this discipline (attach additional pages if helpful):

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19. Article V of the By-Laws of the Epidemiology Specialty requires that candidates provide with this application letters of reference from at least three ACVPM diplomates or nationally recognized epidemiologists, to include one person who was responsible for a significant portion of the applicant's training in epidemiology. The reference letters may be sealed or not, sent separately to the Executive Vice President or accompany the application. Be sure your name is prominently noted in the letter. Such letters must attest to the quality and type of the epidemiology training received by the candidate and outline other appropriate qualifications of the candidate which may complement their training and experience in epidemiology. Letters of recommendation must be dated within one year of the date of application submission.

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_

20. The By-Laws of the Epidemiology Specialty provide for an appeal process for adverse actions of a non-disciplinary nature. Article IX of the By-Laws is reprinted below for your information and review.

Section 1      Adverse decisions by the Epidemiology Specialty include denial of adequacy of qualifications and denial of certification. In the event of an adverse decision, the ACVPM Executive Vice President or the Epidemiology Specialty President shall promptly advise the affected individual of the decision.

- Section 2 Adverse actions of a non-disciplinary nature, such as denial of applicant credentials or the failure of a candidate to successfully complete the certifying examination, may be appealed. The affected party may petition the officers of the Specialty to reconsider the decision by filing with the Executive Vice President a written petition for reconsideration. Such petition must include a statement of the grounds for reconsideration, must include any documentation available to support the petition, and must be received by the Executive Vice President within 45 days of the date on which the Epidemiology Specialty announced its adverse decision.
- Section 3 Within 30 days of receipt by the Executive Vice President of an appeal based on credential or examination procedures, the Epidemiology Specialty President will appoint a five-member Ad Hoc Appeals Committee to investigate, review, and render a decision on the merits of the appeal. The members of this Ad Hoc Appeals Committee shall not be from the Epidemiology Specialty Examination or Credentials Committees and officers of the Specialty shall not serve on the Committee. The Ad Hoc Committee shall be a review committee and consist of:
- a) An Epidemiology Specialty past president not currently serving as an officer of the Specialty. This person shall serve as Chair of the Ad Hoc Appeals Committee;
  - b) A professional individual not affiliated with the ACVPM;
  - c) Three Active or Emeritus Diplomates of the Specialty in good standing and not excluded for reasons noted previously.
- Section 4 The Chair of the Ad Hoc Appeals Committee shall contact the affected party within five days of the date on which the last member of the Ad Hoc Appeals Committee was appointed. The Committee shall render its decision and the Chair shall notify the Epidemiology Specialty President within 30 days of the date on which the last member of the Ad Hoc Appeals Committee was appointed. Any extension of these timelines must be approved by the officers of the Specialty with notification to the appellant. The Chair shall collect and submit to the Executive Vice President all documentation of contact with the affected party as well as a written summary of the committee actions and findings. The Executive Vice President shall notify the affected person by mail within 30 days after the decision is made. The Ad Hoc Appeals Committee shall be dissolved upon resolution of the specific appeal(s). The decision of the Ad Hoc Appeals Committee is final.

**I hereby certify that I have read the statements in item 20 above.**

Signature \_\_\_\_\_

**21. I hereby pledge myself to the highest ethical standards in the practice of Veterinary Preventive Medicine. All statements made herein are correct.**

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

**Attach a recent photograph, AUTOGRAPHED on the front, below:**

Notarization and Notary Seal:

This section for use by ACVPM Executive Vice President

Date Application Received:

Fee Received:

Examination Committee Action: 1 2 3

## **FUTHER INFORMATION FOR THE APPLICANT**

Only typed applications will be accepted. Use as much space as necessary to adequately answer the questions. Each item **MUST** have at least **ONE** entry. If "NONE," so state. The College stresses the importance of careful completion of your application.

The following materials are available on the ACVPM and Epidemiology Specialty websites and are a part of the complete Epidemiology Specialty application package:

- 1) Certification in the Epidemiology Specialty
- 2) Epidemiology Specialty Exam Information
- 3) Epidemiology Specialty Study References
- 4) Epidemiology Specialty By-Laws
- 5) ACVPM Constitution and Bylaws