



April 25, 2016

Ms. Laurie Pawelek, LVT
Palo Alto College
Veterinary Technology Program
1400 W. Villaret Blvd.
San Antonio, TX 78224

Dear Ms. Pawelek:

Congratulations! At its April 21 – 24, 2016 meeting, the AVMA Committee on Veterinary Technician Education and Activities (CVTEA) granted continued full accreditation to the Palo Alto College veterinary technology program after deliberation of the report of evaluation from the November 18 – 20, 2015 site visit. Accreditation remains in effect until your next site visit, contingent upon favorable review of requested reports.

A final copy of the report of evaluation is included and a copy will be sent to college administration as indicated in the near future. Included is a summary of critical and major deficiencies with details regarding future reporting requirements.

The Committee considered the post site visit response to the critical and major deficiencies in its accreditation decision. Please note that the Committee edited critical deficiency #5 and added major deficiency # 3. The final draft of the report of evaluation has been updated to reflect these changes.

After consideration of the documentation provided, the Committee has determined that continued reporting is required on the following deficiencies (see chart(s) below):

Critical deficiency(ies): 1,6,7

Major deficiency(ies): 1,6,7,8,9,10,11

The program is on a biennial reporting schedule. The next biennial report will be spring 2017 (February 24, 2017) to address the above deficiencies. The report template will be sent out approximately 2 months prior to the due date.

In accordance with the *Policies and Procedures of the AVMA CVTEA*, documentation of progress toward compliance with critical and major deficiencies must be included in the program's report to CVTEA. Insufficient progress toward meeting deficiencies may be considered cause for reduction of the program's accreditation status. If there are any changes that impact critical or major deficiencies that the CVTEA previously determined do not require continued reporting, the program must report this change. The next full accreditation site visit is scheduled for 2021.

Congratulations on maintaining accreditation. On behalf of the evaluation committee, thank you for the courtesy and hospitality shown during the site visit. If you have any questions, or if we may be of assistance in the preparation of your next report, please do not hesitate to contact us at 800-248-2862 or Ms. Julie Horvath (jhorvath@avma.org; ext. 6624).

Sincerely,

Rachel Valentine, RVT

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AVMA Center for Veterinary Medical Accreditation

RAV/LLL/jah

cc: Dr. R. Michael Flores, President

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| <p>CRITICAL DEFICIENCY (IES) Critical deficiencies apply to situations that clearly result in a program's inability to meet a Standard, and/or subject students, faculty, or others to unacceptable levels of risk. Documentation of significant progress toward compliance with each critical deficiency must be achieved by the time of the program's next report to CVTEA. Lack of compliance may be considered cause for reduction of the program's accreditation status.</p> <p>It is critical that:</p> | | <p>Is the Deficiency met with no further reporting required or unmet with continued reporting required?</p> <p>(comments); date</p> |
| 1. | Animal housing be in compliance with United States Department of Agriculture (USDA) Animal Welfare Act (AWA) regulations with respect to animals housed in the dog kennel room which has an open ceiling. (4b) | Unmet; provide an update on ceiling repair in the dog kennel |
| 2. | Repackaged animal food containers display contents, expiration date, and lot numbers. (4d, 4e) | Met; 04/2016 |
| 3. | The Program be compliant with Occupational Safety and Health Administration (OSHA) and other safety considerations with respect to secondary labeling of repackaged anatomy specimens, lack of biohazard signage on refrigerators and incubators, availability of complete safety data sheets (SDS), and posting of noise hazard signage for the dog kennel. (4e) | Met; 04/2016 |
| 4. | All radiographic exposures be logged in a radiology log in keeping with contemporary veterinary practices. (4e, 5d) | Met; 04/2016 |
| 5. | Controlled substance logs be compliant with Drug Enforcement Administration (DEA) and Texas Administrative Code regulations with respect to inventory and receipt records. (4f) | Met; 04/2016 |
| 6. | Program staffing in animal use laboratories be sufficient to ensure safety of students, faculty, and animals and to maximize engagement of learners. (8a, 9a) | Unmet; provide an update on staffing |
| 7. | Evidence exist that all required skills have been performed by all students and have been evaluated by Program personnel using standardized criteria. (10e) | Unmet; submit one example of a completed student skills assessment with name redacted |

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| MAJOR DEFICIENCY (IES) Major deficiencies apply to situations that jeopardize the ability of the program to meet a Standard. Progress toward meeting each major deficiency must be demonstrated on an annual or biennial basis. Documentation of steps taken toward compliance with major deficiencies is required. Lack of compliance within the assigned five- or six-year period, prior to the next scheduled complete evaluation, may be considered cause for reduction of the program's accreditation status. | | Is the Deficiency met with no further reporting required or unmet with continued reporting required? |
| It is required that: | | (comments); date |
| 1. | Methods to provide additional financial support to the Program from recurring and sustainable funding sources be explored. (2) | Unmet; continued reporting required |
| 2. | An emergency preparedness plan for the program be developed and communicated to the students. (4e) | Met; 04/2016 |
| 3. | Controlled substance logs include unique bottle identification in order to prevent alteration and a legend to identify personnel to emulate contemporary veterinary practice standards. (4f) | Met; 04/2016 |
| 4. | The Program be compliant with United States Department of Agriculture (USDA) Animal Welfare Act (AWA) regulations with respect to including the communication of the method for handling investigation requests regarding animal care and use; a.k.a. whistle-blower, reporting to the Institutional Official, and IACUC-approved protocols contain all information required by AWA guidelines. Areas to address include, but are not limited to: (5a) <ul style="list-style-type: none"> • Acquisition and disposition of animals • Comprehensive description of procedures • Frequency and intervals for procedures | Met; 04/2016 |
| 5. | Memoranda of understanding (MOUs) that include exit strategies be in place with providers of resources critical to the Program. (5b) | Met; 4/2016 |
| 6. | Medical records be comprehensive and consistent with contemporary veterinary practice standards. (5d) | Unmet; submit copies of completed medical records to address noted deficiencies |
| 7. | Increased efforts be made to admit the students most likely to succeed in the Program. (7c) | Unmet; continued reporting required |
| 8. | Institutional admissions personnel be more knowledgeable about the Program and its entrance requirements. (7e) | Unmet; continued reporting required |

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| <p>MAJOR DEFICIENCY (IES) Major deficiencies apply to situations that jeopardize the ability of the program to meet a Standard. Progress toward meeting each major deficiency must be demonstrated on an annual or biennial basis. Documentation of steps taken toward compliance with major deficiencies is required. Lack of compliance within the assigned five- or six-year period, prior to the next scheduled complete evaluation, may be considered cause for reduction of the program's accreditation status.</p> <p>It is required that:</p> | | <p>Is the Deficiency met with no further reporting required or unmet with continued reporting required? (comments); date</p> |
| 9. | Faculty members have sufficient time for development and delivery of instruction, curriculum development, student evaluation, student advisement and counseling, and professional development. (9f) | Unmet; continued reporting required |
| 10. | Efforts be made to improve compensation of Program personnel. (9f) | Unmet; continued reporting required |
| 11. | Efforts be made to increase the response rate to graduate and employer surveys to provide better assessment of program instruction. (11a) | Unmet; continued reporting required |