

## Exhibit B

### Veterinary Assistant Program Admissions Policies and Physical Requirements

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#### Admission Requirements

To enroll in ABC programs an individual must:

- Possess, at minimum, a high school diploma, GED, high school equivalency or pass the Scholastic Level Exam (SLE).
- Be at least 17 ½ years of age (with parental permission) or 18 years old.
- Have not been convicted of animal-related charges (i.e. abuse/neglect/cruelty).

If an application is not accepted, all tuition paid to the College will be refunded.

#### Essential Function

Students will participate in a two-part program involving home study and externship. The externship requires the student to experience the daily activities of a veterinary assistant in a private, working veterinary facility under the professional guidance of veterinary staff.

Students must arrange for their own transportation to their externship location.

#### Essential Skills: Minimum Skills Required

- **Reading:** Student must be able to read English at a high school equivalency level.
- **Writing:** Student must be able to write English at a high school equivalency level.
- **Communication:** Student must be able to communicate verbally in English and give both hand and voice directions.
- **Observation:** Student must be observant at all times of all persons and animals to maintain a safe working environment.
- **Physical Demands:** See specific Physical Requirements below.

#### Physical Requirements for Admission

Veterinary assistants are expected to assist in many tasks involving the animals under veterinary care. Many animals are fast moving and have quick responses to stimuli in their environment. Some animals can be stressed, fearful or aggressive in a veterinary hospital environment.

Because of these factors, it is essential for the student to be capable of all the tasks noted in the below chart.

Activity	Not Done (0%)	Occasional (1%-32%)	Frequent (33%-66%)	Constant (67%-100%)
Sitting			X	
Standing				X
Walking				X
Bend/Stoop			X	
Squat			X	
Crawl			X	
Climb		X		
Reach above shoulder			X	
Reach below shoulder			X	
Crouch			X	
Kneel		X		
Balance		X		
Push/Pull			X	
Twist/Turn		X		
Lifting: Up to 50lb			X	
Carrying: 1- 50lb			X	

1. Student must be able to use both hands for repetitive action, such as data entry, using animal restraint devices, including leashes, collars and muzzles, and maneuvering and hand signals:
  - a. Firm Grasp: Both Hands
  - b. Fine Manipulation: Both Hands
  - c. Hands are exposed to water or other liquids on a repetitive basis: Yes
  - d. Disposable gloves required: May be needed
2. Repetitive movement for feet is required:
  - a. Walking: Frequent
  - b. Walking at brisk pace: Frequent; both forward and backwards keeping eyes on animals. Must be able to turn sharply to change direction. Must have reasonable degree of agility to move through tightly cramped areas in various situations.
3. Visual Requirements and Hearing Requirements:
  - a. Does the program require minimal visual acuity? Yes, students must be able to comprehend fine details while observing animals and people in close proximity and up to 30 ft. away; Vision must include good peripheral, distance, depth perception, and ability to focus.
  - b. Does the program require differentiation of color? No
  - c. Can the student wear glasses/contacts? Yes
  - d. Does the program require minimal hearing acuity? Yes, students must be able to discern animal vocalization such as changes in pitch, normal speech at close contact and shouting up to 30 ft. away.
  - e. Does the program require driving motorized vehicles or equipment? No, although students must arrange their own transportation while in program.

4. Emotional and Mental Requirements:

- a. Must be able to cope with animal death (e.g. euthanasia, illness, surgical complications, etc.)
- b. Must be able work under stressful conditions
- c. Must be able to handle being present during all surgical situations (e.g. handling of blood, body tissues and organs)

5. Other specific criteria:

- a. Must possess excellent hand-eye coordination
- b. Student must have good range of motion in joints, especially wrist, knees, elbows and back
- c. Student must possess an acceptable sense of touch and smell
- d. Student must have an acceptable sense of balance when standing
- e. Student must be able to work and reach on hands and knees
- f. Student must have an acceptable range of dexterity in hands and fingers
- g. Student must be able to withstand being jumped on small and large animals
- h. Student must be able to physically restrain small and large animals
- i. Student must be able to handle prolonged exposure to a variety of solutions, including but not limited to, dish soap, chlorhexidine, spectra soap, isopropanol alcohol, hydrogen peroxide, ammonium cleaners and bleach
- j. Student must be able to cope with the handling and processing of bodily fluids
- k. Must have reasonable degree of agility to move through tightly cramped areas in various situations
- l. Student must accept the risks of exposure to certain materials including but not limited to pathogens, radiation, anesthesia and biohazardous materials

## Environmental Conditions

Extreme Temperatures	Must be able to work in potentially extreme environmental temperatures
Noise	Loud working environment caused primarily by animal noises such as dogs barking
Fumes, Dust, Odors	Chemical odors, animal odors and exposure to dust and animal dander in kennel areas
Exposure to chemicals	Cleaners, disinfectants and other irritant chemicals
Other	Constant exposure to all types of animal dander, including but not limited to dander from dogs and cats. Students must accept the risks of exposure to certain materials including but not limited to communicable diseases, pathogens and other biohazardous materials. Consult your physician if you have allergies, asthma or any health concerns.

## Ability to Use Equipment

- Students must have access to a computer and reliable internet connection.
- Students must have basic computer skills such as email management, internet navigation and basic trouble shooting skills.
- Students must be able to attach and detach animal collars, leashes and muzzles.
- Students must be able to grasp and hold leash or other restraint devices for controlling all sizes of dogs and cats.

## Inability to meet Physical Requirements

### **Notice about Pregnancy and Externship**

Students enrolled in any ABC program may be exposed to substances such as chemicals, anesthetic agents, pharmaceutical agents, x-radiation and zoonotic diseases and parasites (such as toxoplasmosis), which can cause harm to an unborn fetus, resulting in birth defects and/or miscarriage. All programs include the handling of animals and have potential risk of injury to the student and/or unborn child.

Any student who is pregnant or becomes pregnant while enrolled in any of the programs offered by ABC is advised to speak with her physician and make an informed decision on whether to start/continue the Externship portion or to elect to be placed on a temporary medical leave of absence.

Students who are unable to meet the above physical requirements should notify ABC faculty at once. Animal Behavior College welcomes the opportunity to provide reasonable accommodation to students who do not meet one or more of the Physical Requirements to allow students to successfully and safely complete all program requirements.