



**Practical Training
Clinic for Horses (Equine Hospital)**
Including incoming students (Erasmus, Ceepus, Free Mover ...)

Traineeship:

Prerequisites for a Practical Training (Erasmus, Ceepus, Free Mover) at the EQUINE HOSPITAL (including the Clinic for Large Animal Surgery, the Clinic for Orthopaedics and the Clinic for Internal Medicine):

For regular students of the Vetmeduni Vienna:

All parts of diploma examinations completed; selected subjects (wahlfächer) completed; evidence of 12 hours of normal 'selected courses'

Volunteers:

- Volunteers should ideally have finished the Orthopaedic practical work (131.003 curriculum I208 94W, or 131.601 to 131.607 curriculum I208 02U).
- Volunteers have the same rights and obligations (including night duty) as trainees.
- They should be at the clinic for at least two weeks (08.00-16.00h)

Exchange students (e.g. ERASMUS, CEEPUS) are welcome. *The present guidelines apply to them and they are also required for register at the International Relations Office.*

Registration for the Practical Training at the International Relations Office.

All incoming students must report personally within two days of their arrival to the *International Relations Office*; Dr Ursula Schober, ursula.schober@vetmeduni.ac.at

Opening Hours:

Wednesday 10.00 - 12.00 h

Tuesday and Thursday 13.00 - 15.00 h

In the CA building ('Festival room' building, s. map attached) On the left

Vaccination / obligation to confidentiality:

All trainees require a valid anti-rabies inoculation. If they cannot or do not want to provide proof of that vaccination, they must complete and sign the attached form *Rabies – Indemnity*.

Furthermore, all trainees must sign the form 'Obligation to Confidentiality (also attached).

General conditions:

- Trainees are introduced by a specially designated assistant, who also serves as the first point of contact in the event of problems.
- The duty roster of the trainees is prepared daily by the person in charge of the stables (Septicus). Trainees must also report to this person (check-in / -out).
- Trainees must be on time (8am - ward round, Wednesday 8am - Centre round, Thursday 8.30am; after the internal meeting).
- If a traineeship starts on a weekend or a holiday, the student should contact the doctor on duty between 08.00 and 09.00am on the last *working* day beforehand to confirm the starting date.

Dangerous activities, such as work with aggressive animals, is permitted only in the presence of clinical staff and taking suitable precautions.

The rules on hygiene are found within our SOP's (Standard Operating Procedures).

Cleanliness is a prerequisite;

It is expected that the treatment rooms, X-ray etc. are left clean and that following treatment everything is tidied (such as the transport cars etc.)

Clothing rule for all students in our clinic:

1. Clothing must be clean
2. White coat over casual clothing or
3. White trousers and blue or green (single-coloured) polo shirt or T-shirt
4. Safety shoes
5. Stethoscope
6. Notepad and writing materials
7. Sleeping bag
5. Thermal protective clothing when working outdoors.

Thank you.

Working time:

Monday-Friday: 08.00-16.00

Night duties during Monday-Friday: 15.30-08.00 the following day

Weekend duty: 08.00-08.00 the following day (Saturday, Sunday, public holiday)

Night service - duties:

- Regardless of the number of trainees, everyone must undertake five night services per month, of which four falls on weekdays and one on a weekend. If a trainee is very tired after particularly intensive activities at night or at the weekend so that his or her capacity to respond to situations is reduced, he or she should go to the duty supervisor and take the day off. If he or she elects to remain in service, this is at his or her own responsibility. Night duty ends at 8.00 am or after the morning visit.
Weekend duty starts at 8 am and ends by 8 am the following day, or after the morning visit.
Night services usually begin at 3.30pm in the clinic. Please confirm the meeting place and time with the assistant on duty.

Please bring:

- at least 2 clean white coats, one as a reserve (for example, when entering operation rooms)
- a small pair of scissors;
- a small pocket lamp;
- a watch with a second hand,
- a thermometer;
- study shoes are a prerequisite, steel caps are strongly recommended.

Trainees are themselves responsible for ensuring that they are completely familiar with their duties. If something is unclear, they should not hesitate to ask. Doctor-Patient confidentiality, underwritten by the Obligation to Confidentiality, is a prerequisite for a Traineeship at our Clinic.

Welcome, Incoming and Outgoing Guide:

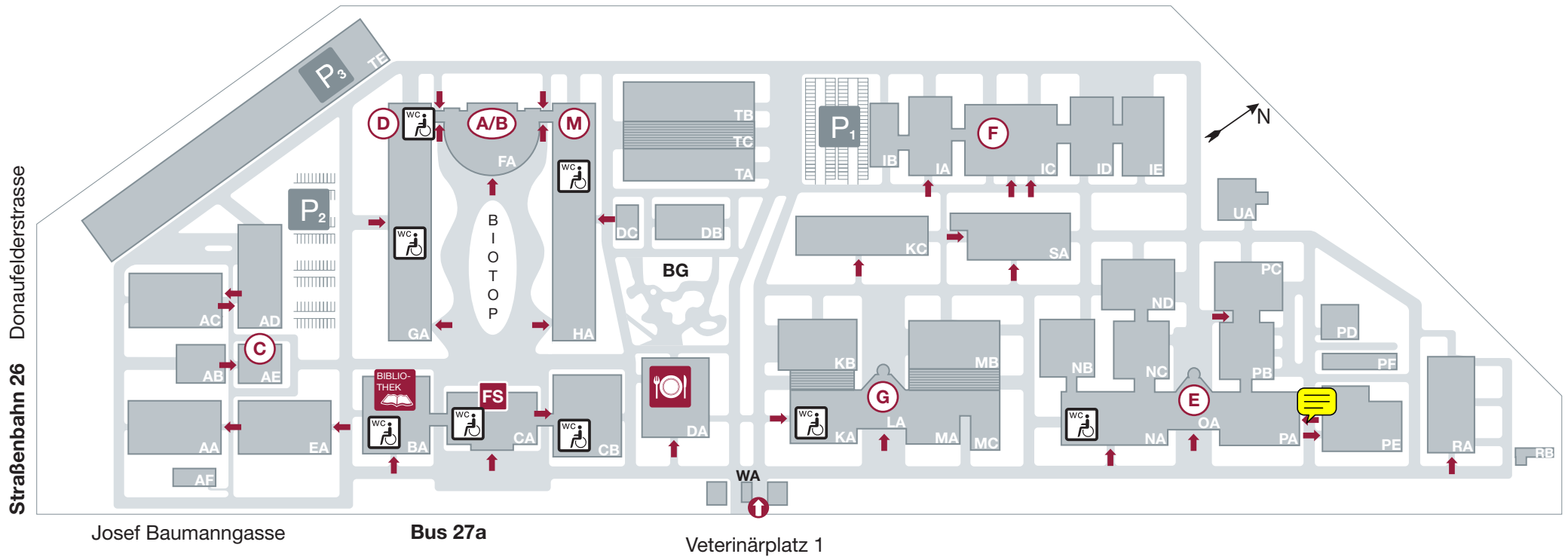
www.vetmeduni.ac.at/ects

We are looking forward to meeting you and wish you an interesting and successful period of training at our Equine Hospital.









Ao. Univ. Prof. Dr. Florian Buchner
Hospital Board
Head of
Clinic for Large Animal Surgery and Orthopedics

Vienna, December 2010

Lageplan der Veterinärmedizinischen Universität Wien



Legende

-  Haupteingang des Gebäudes
-  Eingang/Einfahrt zur Vetmeduni Vienna
-  Barrierefreies WC
-  Hörsaal
-  Gebäudebezeichnung
-  Festsaal
-  Stellplätze
-  Botanischer Garten