



ECSRHM Policy & Procedures. Diplomate Recertification

February 2025

Policy

According to Article 4.8 of the Constitution ECSRHM (2024) and the Article 2.7 of the Bylaws (2024), Diplomates of the European College of Small Ruminant Health Management are required to undertake recertification at intervals of five (5) years after admission to the College. During this process, all Diplomates are required to show evidence of their professional activities and that they are continuing as is stated in Article 4.8 of the Constitution 2024:

1. To participate actively and to contribute to the affairs of the College.
2. To undertake professional development, by attending scientific meetings, compulsory submit questions for the exam (10 points/five (5)-year-period), and continuing education programs.
3. To be actively involved in the dissemination of knowledge related to small ruminant health management, by contributing to continuing education programs and by training veterinarians.
4. To publish peer-reviewed scientific articles in international refereed journals (within the impact factor system) on topics of scientific research or clinical practice in the speciality.
5. No credit points can be granted for education or training in non-scientific or non-evidence-based medicine including undergraduate teaching.

Additionally, especially for Diplomates working in practice, they can also present case reports directly related to the speciality.

Diplomates must also satisfy the requirements laid down in Article 4, paragraphs 4 and 6 of the Constitution (2024):

Article 4.4. Each Diplomate is required to spend at least 60 per cent of their professional time (i.e., at least 24 h per week) devoted to aspects of small ruminant health management such as but not limited to clinical practice, teaching, and research. Individuals who have not practiced at this level for two continuous years or the equivalent of two years during the previous five years, do not meet this requirement.

Article 4.6. Each Diplomate is required to attend either virtually or in-person, the Annual General Meeting of the College and to pay promptly the annual subscription fees. Failure to do so renders a member subject to disciplinary action. Their further involvement and contribution in the affairs of the College (e.g., membership of the Board and the various Committees) is also encouraged.

The evidence will be evaluated by the Credentials Committee of the College. Failure to achieve a satisfactory evaluation may lead to loss of Certified Diplomate status.

Procedures

1. Recertification Uses a Points System

According to the policies of the European Board of Veterinary Specialisation (EBVS)¹, recertification of Diplomates requires evaluation using a points system.

- a. Points will be awarded by the ECSRH in areas 1-5 outlined above and provided in the tables below.
- b. Diplomates should accumulate a minimum of one hundred (100) points during the five (5)-calendar year period assessed to achieve recertification subject to specific condition as described in the next sections.
- c. There is flexibility in the manner by which Diplomates may accumulate these points; however, the ECSRH requires that all Diplomates must achieve at least 20 points in the Section 1 and in Sections 2 to 5, only one can be zero.
- d. If a Diplomate does not meet the required number of points, they may be given one (1) year extra to accumulate the missing points at the discretion of the Credentials Committee. If they are successfully recertified the following year, the next recertification period will be four (4) years later, rather than five (5).

2. Assessment Period for Recertification

The period to be considered for recertification are described in the ECSRH Bylaws, Article 2.7.

- a. **First recertification after becoming a Diplomate.** Diplomates being recertified for the first time, will submit professional activities for 5 calendar-years, starting on January 1 of the year following admission to the college as a Diplomate (Figure 1).
- b. **Subsequent Recertifications.** For subsequent recertification applications, Diplomates will submit professional activities for the five (5) calendar-years prior to the year of the recertification application (Figure 1).
- c. **Activities incurred in year of recertification.** Note, activities that occur during the year of recertification will be included in the next recertification application.

3. If a Certified Diplomate Fails to be Recertified

- a. Diplomates whose certified Diplomate status has been revoked, are not able to use the title “European Veterinary Specialist in Small Ruminant Health Management”. They will instead be designated by the EBVS as non-certified Diplomates and are awarded the designation Diplomate (non-certified).
- b. Non-certified Diplomates are not allowed to act as supervisors for training programs.

¹ B3. Procedures for Re-certification of Diplomates. [Policies and Procedures of the European Board of Veterinary Specialisation. 2023 version 6](#)

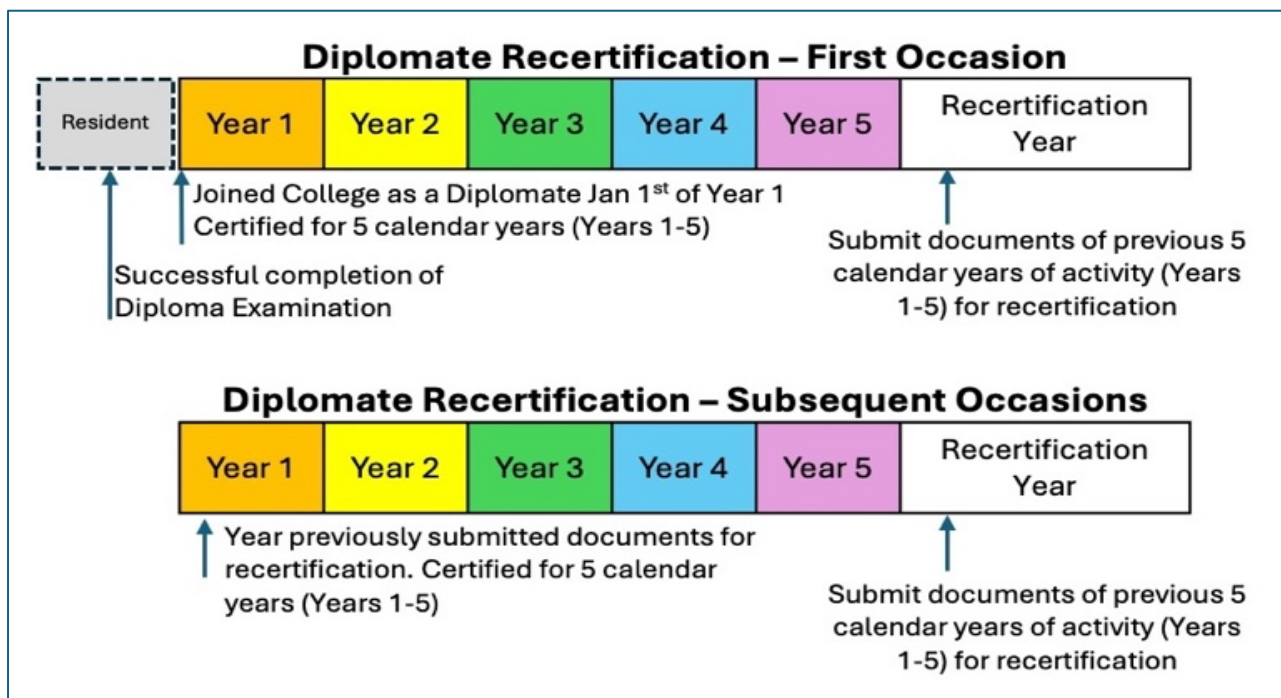


Figure 1 Assessment period for Diplomat recertification

- c. Non-certified Diplomates seeking to revert to certified Diplomat status need to satisfy the requirements of recertification through application to the Credentials Committee.

4. Request for Extension to Submit Credentials for Recertification

If the Diplomat is not practicing the specialty for documented reasons communicated to the ECSRHM Board (e.g., parental, compassionate or medical leave) prior to the due date for submission of the recertification documents, he/she may request an extension to the evaluation period. Such individuals must use the designation Diplomat (non-certified) until they are successfully recertified.

5. Application Process for Diplomat Recertification

- a. Each Diplomat of the College will apply for recertification after either five (5) calendar-years following admission to the College for new members, or five (5) calendar-years following the previous recertification assessment for existing diplomates (see Figure 1).
- b. The completed recertification documents ([ECSRHM Recertification Application Form](#) and [ECSRHM Recertification template YYYY.xls](#), available on the College's website) will be sent by the Diplomat to the Secretary of the College (ecsrhm.eu@gmail.com)
 - i. Deadline for submission - **July 31st of the year following the assessment period.**
 - ii. No supporting documents will be required at this point; however, the Diplomat is responsible for providing these documents on request if required.
 - iii. Technical guidelines for completing the [ECSRHM Recertification Template](#) are provided in Annex 1 below.
- c. By signing [ECSRHM Recertification Application Form](#) the Diplomat provides statement of compliance with Article 4 paragraph 4 of the ECSRHM Constitution (see above), specifically:
 - i. All Diplomates are expected to spend at least sixty (60) per cent of their professional time

(i.e., at least 24 h per week) devoted to aspects of small ruminant health management.

- ii. Certified Diplomate status is suspended in individuals who practice the specialty for less than sixty (60) per cent of professional time (i.e., less than 24 h per week) devoted to aspects of small ruminant health management and related activities, such as teaching or research, or in individuals who have not practiced the specialty for two continuous years or the equivalent of two years during the previous five years.

6. Assessment of Recertification Documents by the Credentials Committee

- a. The Secretary is responsible for forwarding these documents to the Chair of the Credentials Committee of the College **on or before August 31st** of that same year.
- b. Diplomates of the College who are members of the Credentials Committee, must abstain from the procedure when their application is being considered.
- c. The Credentials Committee evaluates all applications according to the standards set hereabove. The Committee will require from the
 - i. Secretary to confirm attendance of the Diplomate to the Annual General Meetings held during the period of assessment
 - ii. Treasurer to confirm payment of annual fees.
 - iii. Examination Committee to provide the Credentials Committee with information on the number of questions submitted by the Diplomate.
- d. Failure to fulfil the terms set in Article 4, paragraphs 4 and 6 of the ECSRHM Constitution (2024) will lead directly to revocation of certified Diplomate status. The Diplomate will then be Diplomate (non-certified) and will not be able to use the title “European Veterinary Specialist in Small Ruminant Health Management”.
- e. If after evaluation of a recertification application the minimum requirements are not satisfied, then the Credentials Committee at its discretion may return the application for recertification to the Diplomate requesting additional information (provisional recertification).
- f. The timelines for evaluation of the Diplomate’s application for recertification after submission to the Secretary are as follows:
 - i. All applications should be evaluated within three months after receipt from the Secretary.
 - ii. The Credentials Committee reports the results of the evaluation to the Secretary.
 - iii. The results are confirmed by the Board within two weeks.
 - iv. Diplomates are notified by the Secretary within one month of the results of the recertification application.

7. Successful Recertification Outcome

- a. If the application is successful, the notification sent by the Secretary on behalf of the Credentials Committee, will clearly state the expiration dates of the recertification and the next assessment period.
- b. The Secretary will update the Diplomate’s certification information on the EBVS website.

8. Provisional Recertification Outcome

- a. Diplomates from whom additional information is requested, must reply to the Secretary of the College or Chair of the Credentials Committee within **thirty (30) days** of the date of the request.
- b. The procedure detailed above is repeated for such cases, but the final evaluation should be completed within **thirty (30) days**.
- c. If after re-evaluation of the application, the standard of one hundred (100) points is not achieved, then recertification is not granted.
- d. The results are confirmed by the Board, and the Diplomates are notified by the Secretary, as above.

9. Unsuccessful Recertification Outcome and Appeals Process

- a. If the Credentials Committee delivers a decision to the Diplomate that recertification was not successful, the Diplomate may appeal.
- b. Appeals procedures are provided in the ECSRHM Bylaws (2024) Article 8. Appeal of Adverse Decisions.
- c. A Diplomate applying for recertification, who wishes to appeal the decision on revoking his/her Certified Diplomate status **must do so within ninety (90) days of the date of his/her notification**.
- d. The request for appeal must be made in writing to the Secretary of the College (ecsrhm.eu@gmail.com) and shall include a statement of the grounds for reconsideration and any documentation in support of the appeal.
- e. The Secretary shall notify the President of the College and the Chair of the Credentials Committee.
- f. The President shall appoint a committee of three Diplomates who are not members of the Credentials Committee, to serve as an Appeals Committee.
- g. The complete dossier of the appealing person will be provided for the Appeals Committee to review.
 - i. This will include a statement of the Credentials Committee indicating the reason(s) for rejecting the applicant.
- h. The Appeals Committee shall forward a decision to the President of the College within ninety (90) days of appointment of the Committee and further procedures will be conducted in accordance with ECSRHM Bylaws (2024) Article 8. Appeal of Adverse Decisions.
- i. After completion of the appropriate appeals procedure according to the steps described above, if either of the affected party or the ECSRHM is not satisfied with the final decision of the Appeals Committee, mediation may be requested to the EBVS.
 - i. The procedure for appeal to the EBVS is provided in article E.2 Procedure for appeal at EBVS level in the [EBVS Policy and Procedures](#). It is available for download on the EBVS website.
 - ii. The affected party and the President of the ECSRHM shall give their opinion to the EBVS or its

designated Committee, who will inform them of their decision afterwards. That decision is final and all parties involved must comply with that.

10. Amendments to Details of the Procedure

- a. Any amendments to the Policy and Procedures for Diplomate Recertification should be submitted to the President of the College and must be approved by the Credentials Committee and the Board of the College.
- b. The procedure for recertification must not contain provision(s) against European or national legislation or against the Constitution and the Bylaws.

Approved by the ECSRHM Board – 2025.02.18

Annex 1 - TECHNICAL GUIDELINES TO COMPLETE THE ECSRHM RECERTIFICATION TEMPLATE

Diplomates should send the completed documents: [ECSRHM Recertification Application Form](#) and [ECSRHM Recertification template](#) specific for the year of recertification (and ECSRHM case report template, if any case reports are presented) to ecsrhm.eu@gmail.com. All documents in the actual form are available for download on the college's website.

All data and information necessary for recertification should be included in the Recertification template (Microsoft Excel) provided on the [ECSRHM website College documents](#). The Recertification template must be fully completed to provide all required information. Only fully completed application templates will be reviewed. In case one hundred (100) points is not reached in this format, clinical activities that can add up to a maximum of twenty (20) points may also be submitted. More detail is provided below.

Each section below describes in detail each one of the categories that Diplomates are required to demonstrate professional activity. Diplomates should read each title carefully to understand the requirements. The titles will explain how points are calculated.

AREAS OF ACTIVITIES TO BE ASSESSED

1. Active participation and contribution in the affairs of the College

All Diplomates must achieve **at least 20 points** in Section 1.

Diplomates are expected to regularly attend the Annual General Meetings of the College and to pay promptly the annual subscriptions. Attendance is compulsory at a minimum of two (2) of five (5) AGMs and no more than two (2) consecutive absences without justification. Attendance may be virtual or in-person.

Their further involvement and contribution in the affairs of the College is also encouraged. Points are awarded as detailed here below up to a maximum of forty (40) points.

		Points
<i>Presence in Annual General Meetings</i>		
1.i.	Attendance at two ECSRHM Annual General Meetings held during the 5-year period (mandatory requirement); for each AGM attended (in person or virtual)	2
<i>Participation in committees of the College</i>		
1.ii.	President of the ECSRHM; for each full term (3-years)	30
1.iii.	Vice-President of the ECSRHM; for each full term (3-years)	30
1.iv.	Secretary of the ECSRHM; for each full term (3-years)	30
1.v.	Chair (head) of a standard committee provided by the Bylaws of the College; for each full term (3-years) (indicate committee)	25
1.vi.	Board member of ECSRHM; for each full term (3-years)	20
1.vii.	Treasurer; for each full term (3-years)	30
1.viii.	Appeals Committee	5
1.ix.	Auditor; for each appointment	3
1.x.	Participation in standard committees provided by the bylaws of the College; for each full term (3-years) within the evaluation period (indicate committee)	20
1.xi.	Participation in the examination as an Observer appointed by the College; points for each examination (indicate name of candidate observed)	5

		Points
1.xii.	Participation in the examination as an Invigilator appointed by the College; points for each examination (indicate name of candidate invigilated)	4
<i>Submission of questions (including the proposed answers) for the certifying examination of the College. Must be a minimum of 10 points (mandatory requirement)</i>		
1.v.	Multiple choice questions with only one correct answer and 3 wrong answers; for each question	1
1.vi.	Essay type questions, which would include problem-solving and data assessment type questions; for each question	5
<i>Activities important for the College</i>		
1.vii.	Other activities important for the College, certified by the Board	1 to 5
Maximum points that can be accumulated in this area		40

2. Professional development

All Diplomates are expected to undertake continuing professional development (CPD), by attending scientific meetings and continuing education programs specific to the specialty of small ruminant health management. Points are awarded as detailed here below. Points are awarded as detailed here below up to a maximum of forty (40) points.

Technical guidelines

Please indicate the name of the conference, the venue and the date.

		Points
<i>Attendance at conferences specifically related to the specialty</i>		
2.i.	Attendance at the International Sheep Veterinary Congress or the International Conference on Goats, held during the five (5)-year period; for each attendance	5
2.ii.	Attendance at the ECSRHM conference; for each attendance	6
2.iii.	Attendance at conferences specifically related to the speciality; for each attendance	3
<i>Attendance at conferences with components related to the specialty</i>		
2.iv.	Attendance at conferences with > 10 hours of lectures related to the specialty; for each attendance	3
<i>Attendance at continuing education programs</i>		
2.v.	Attendance in a ECSRHM approved Continuing Professional Development (CPD); for each attendance	4
2.vi.	Participation in any continuing education activity (e.g., webinars); for each attendance	2
Maximum points that can be accumulated in this area		40

3. Dissemination of knowledge

All Diplomates are expected to be actively involved in the dissemination of knowledge to veterinarians and veterinary students (excluding regular undergraduate teaching for members of the university) related to small ruminant health management. Points are awarded as detailed here below up to a maximum of forty (40) points.

Technical guidelines

The number of training hours in small ruminant health management must be indicated. Supervision

of veterinarians in ECSRHM-approved (Resident) or non-approved programs will be also scored. In this case, points will be given for each year of supervision.

If a ECSRHM resident is hosted, this activity will be also scored. This is designed to encourage the movement of our residents abroad to improve their knowledge of different production and health management systems. There will be a space on the ECSRHM website where Diplomates can advertise offers to host a resident. The offer needs to state the amount of time possible, the suggested time of year and the specific topics that will be addressed during the training period.

In the event no Resident is hosted during the assessment period despite the opportunity being offered, the Diplomate will be awarded one (1) point for each week of training offered.

Training = contact time with the Resident(s) while actively engaged in clinical activities and other interactive teaching related to the speciality.

		Points
<i>Contribution to continuing education programs</i>		
3.i.	Special training activity in ECSRHM-approved residency programs; for each hour of training provided including hosting a Resident in practice (indicate the list of Residents).	2
3.ii.	Special training activity in the specialty for graduate veterinary students in programs not approved by the ECSRHM; for each hour of training provided to the student / students (indicate the list of students and programme).	1
	Training activity in the specialty in programs not approved by the ECSRHM for undergraduate veterinary students which is an add on to the normal curriculum; for each hour of training provided	0.5
	Training activity in the specialty in programs not approved by the ECSRHM for graduate non-veterinary students; for each hour of training provided to the student / students	0.5
	Organizing seminars and webinars for ECSRHM Residents and / or Diplomates; each event	2
	Presenting seminars and / or webinars for ECSRHM Residents and / or Diplomates; for each presentation	1
<i>Supervision and training of veterinarians in the speciality</i>		
3.iii.	Supervision of Residents in ECSRHM-approved programs; for each resident per year	15
3.iv.	Supervision of veterinarians in a program not approved by the ECSRHM, but solely related to small ruminant species; for each trainee per year	2
3.v.	Hosting visiting ECSRHM Residents for routine clinical training; per person for each week (forty (40) hours) of supervision	1
Maximum points that can be accumulated in this area		40

4. Publications and presentations

Diplomates are encouraged to publish peer-reviewed articles in international refereed journals (within the impact factor system) on topics of scientific research or clinical practice in the specialty of small ruminant health management (sheep and goats), as well as in continuing education journals (non-refereed) for veterinarians or lay journals for farmers. They can also make presentations at scientific meetings, with published proceedings (abstracts or full papers). Points are awarded as detailed here below. Points are awarded as detailed here below up to a maximum of forty (40) points.

Technical guidelines

Full-length research articles in internationally refereed or non-refereed journals, review papers in a peer-reviewed journals and book chapters will all be evaluated. Editing activities such as books, chapters or journals will also be scored. Reviewing activities in peer-reviewed journals will be scored. However, as this is an anonymous activity, only the journal's name and the year in which such review was completed will be required. Presentations at national or international conferences, such as keynote presentations, communications or posters will also be evaluated.

Please keep in mind that you must write down the impact factor (IF) that applies to the time of publication, not recertification!

		Points
<i>Scientific Publications in International Refereed Journals with an Impact Factor</i>		
4.i.	Full-length articles in journals with an impact factor of ≥ 0.7 ; for each publication	10 (1 st , 2 nd , or last author) 5 (all others)
4.ii.	Full-length articles in journals with an impact factor of < 0.7 ; for each publication	5 (1 st , 2 nd , or last author) 2 (all others)
<i>Non-refereed journals, lay publications</i>		
4.iii.	Lay publications in non-refereed journals (for farmers, practitioners etc.); for each publication	2
<i>Review publications</i>		
4.iv.	Review paper in a peer-reviewed journal (impact factor ≥ 0.7) or book chapter; for each publication	8
4.v.	Review paper in a peer-reviewed journal (impact factor < 0.7); for each publication	4
<i>Editing activities</i>		
4.vi.	Editing activities such as books, chapters or journals; for each activity	10
<i>Scientific Presentations and Scientific Review Activities</i>		
4.vii.	Plenary/Keynote lectures at the International Sheep Veterinary Congress or the International Congress on Goats; for each lecture published in the proceedings	5
4.viii.	Keynote lectures at International conferences related to the speciality; for each lecture published in the proceedings	4
4.ix.	Presentations at the International Sheep Veterinary Congress or the International Conference on Goats; for each presentation	3 (oral)
		2 (poster)
4.x.	Presentations at other international conferences related to the speciality; for each presentation	2 (oral)
		1 (poster)
4.xi.	Keynote lectures and presentations at national conferences related to the speciality; for each presentation	1
4.xii.	Review activities in peer-reviewed journals; for each review (indicate the journal)	1
4.xiii.	Scientific board of international/national meetings related to the specialty (e.g. ISVC, ICG, ECSRHM); per meeting	3
Maximum points that can be accumulated in this area		40

5. Clinical activities

For Diplomates who work predominantly in private veterinary practice it may be difficult to obtain enough points in the first four sections, as scientific work is often not supported. In case a Diplomate does not accumulate the minimum points required in the four main sections, there is an opportunity to submit evidence of high-quality clinical work, which will be considered. This should be written in the format of a clinical report using the [ECSRHM Case Report Template](#) provided by the College. These will be evaluated individually and will count for 2 point each. A maximum of ten abstracts can be submitted.

	Points
<i>Clinical activities</i>	
5.i. Clinical reports of clinical activities in the speciality; for each abstract	2
Maximum points that can be accumulated in this area	20

Total Points Awarded

		Points Awarded
1	Active participation and contribution in the affairs of the College (maximum of 40 points and minimum of 20 points) Please note, there are mandatory conditions for this section to meet the requirements for recertification.	
2	Professional development (maximum of 40 points)	
3	Dissemination of knowledge (maximum of 40 points)	
4	Publications and presentations (maximum of 40 points)	
5	Optional: Clinical activities (maximum of 20 points)	
	Total Points (minimum of 100 points for recertification)	