



## **ECSRHM Policy & Procedures. Resident Training**

*February 2026*

### **Policy**

This document is to provide procedures to properly carry out the bylaws as provided in the [ECSRHM Bylaws 2024, Article 6. Diploma](#) and to accompany the [Policy and Procedures of the Education Committee](#). Covered in this Policy and Procedures are the training requirements of the Resident including assessment that will allow for successful application to sit the ECSRHM Diploma Qualifying Examination.

### **Procedures**

#### **I. ECSRHM Residency Programme and Residency Applicant Approval by the Education Committee**

The Education Committee approves the Standard residency programme of each certified ECSRHM Residency Training Centre and the Alternative residency programme of each Alternative Resident, in consultation where necessary with the Credentials Committee. The Education Committee also approves veterinarians applying to be ECSRHM Residents. The procedures are covered in the documents “[ECSRHM Policy and Procedures Approval of ECSRHM Training Centres and Residency](#)” and “[ECSRHM Policy and Procedures of the Education Committee](#)”.

#### **II. Assuring Training Opportunities for the Resident – Duties and Obligations of the Supervisor of the Resident**

The Supervisor is obliged to assure that the Resident will receive the proper education and training necessary to master the learning objectives of the programme and to fulfil their obligations to qualify to sit the Diploma Certifying examination. Specifically,

1. The location(s) where resident training occurs must provide significant clinical small ruminant training opportunities to meet the training requirements, i.e., **60%** of the programme (on average 24 hours per week over the course of the residency) must be devoted to training in all aspects of clinical small ruminant health management. Residents may gain this training from a variety of experts and centres / veterinary practices when possible.
2. The clinical training must occur under the direct supervision of a Diplomate of the ECSRHM (with the exception where there is no certified Diplomate in that country, then supervision is “overall” and the Co-Supervisor provides direct supervision).
3. A postgraduate degree programme (e.g., MSc or PhD) may be taken simultaneously with the residency; however, at least **60%** of the time in that combined postgraduate studies and residency

program must be allocated to clinical aspects of small ruminant health management.

4. Resident training includes
  - a. Opportunities to develop competency in the discipline of small ruminant health management as defined in the [ECSRHM Constitution 2024](#). This document should be used to inform specific educational opportunities to be provided to Residents.
  - b. The residency programme should provide the Resident with opportunities for education in the disciplines of biostatistics and epidemiology as well as instruction in how to design a research project and write an academic paper. This is so they can develop the skills to conduct high quality and ethical small ruminant research.
  - c. Research project. The Supervisor must assure that the programme provides opportunity for the Resident to conduct a research project that contributes to the advancement of small ruminant health management.
  - d. Case reports. The Supervisor should provide guidance to the Resident regarding the requirement to produce five (5) case reports as part of their requirements to sit the ECSRHM Diploma examination. For more information see “[ECSRHM Policy and Procedures. Qualification to Sit the ECSRHM Diploma Certifying Examination](#)”.
  - e. Publications. The Supervisor should provide guidance and mentoring to the Resident regarding the publications in peer-reviewed international scientific journals that are required to become a Candidate. For more information see “[ECSRHM Policy and Procedures. Qualification to Sit the ECSRHM Diploma Certifying Examination](#)”.
  - f. Additionally, the Supervisor must assure that the Resident is provided with opportunities to attend and present at conferences and meetings related to the discipline and to participate in continuing education opportunities provided by the College. For more information see “[ECSRHM Policy and Procedures. Qualification to Sit the ECSRHM Diploma Certifying Examination](#)”.
5. The Supervisor is responsible for mentoring and teaching the Resident, for communicating with them frequently and for recognizing and acting when the Resident may need extra guidance or assistance through their programme.

### III. Duties and Obligations of the Resident In-Programme

1. The ECSRHM residency programme is designed to prepare the Resident for the ECSRHM Diploma Certifying Examination (examination), a requirement for achieving ECSRHM (certified) Diplomate status. The activities of the residency should focus on mastering knowledge and skills of [small ruminant health management](#) and on the learning objectives of the residency.
  - a. The duration of the residency is not less than three (3) years (36 months) and not longer than six (6) years (72 months) on a full-time basis.
    - i. Part-time residencies must be separately requested by the Supervisor and Resident and approved by the Education Committee.
2. **Clinical Training**
  - a. The Resident must spend at least 60% of their time in the clinical practice of small ruminant health management based on a normal working week of 40 hours over the course of the residency, under the direct supervision of their Supervisor.

- b. All clinical and educational activities associated with the residency are to be recorded in the Residents' logbook "[ECSRHM\\_Resident Logbook\\_template.xlsx](#)"

### 3. Educational opportunities in addition to academic courses

The Resident is responsible for availing themselves of non-credit educational opportunities and self-directed learning relevant to the discipline of small ruminant health management. Some of these opportunities include:

- a. Attending ECSRHM webinars.
- b. Attending the ECSRHM Annual Conference.
  - i. If possible, other national or international conferences relevant to the discipline may be attended.
  - ii. It is expected that over the residency, a minimum of three (3) such conferences are attended.
- c. Attending and participating in the ECSRHM Journal club as well as other opportunities to present cases in-house (e.g., within a Training Centre) and to colleagues.
- d. Attending in-person CPD events organized by the College or other opportunities.
- e. Attending other webinars and CPD events.
- f. The Resident should also seek opportunities to teach others, e.g., farmers meetings, veterinarians and veterinary students, other residents and faculty.
- g. The Resident is also required present a minimum of four seminars (defined as a scientific or clinical presentation followed by a discussion period, with total time at least 45 minutes) during the residency.
- h. The Resident is also required present at least two research or clinical papers related to the discipline of small ruminant health management, at national or international scientific meetings. At least one of the papers should be given as an oral presentation; one paper may be given as a poster presentation.

### 4. Research

The Resident is responsible for developing, conducting and publishing the results of a research project (field or experimental) that contributes to the advancement of small ruminant health management.

- a. This project must be conducted while the Resident is enrolled in the residency and be appropriately supervised.
  - i. The research proposal must be submitted to the Education Committee no later than 12 months after the start of the residency. The proposal should be structured with title, introduction including research hypotheses, materials and methods.
  - ii. If the Resident chooses to change the project after this date, they must submit the new proposal to the Education Committee.
  - iii. Proposals should be submitted through the College Secretary ([ecsrhm.eu@gmail.com](mailto:ecsrhm.eu@gmail.com))
- b. The scientific publications required to sit the ECSRHM Diploma Certifying Examination may originate from this project.
- c. A project report of up to 5000 words should be produced if the results are not published in a scientific refereed journal as is described in "[ECSRHM Policy and Procedures. Qualification to Sit the ECSRHM Diploma Certifying Examination](#)".

## **5. Financial support**

Limited financial support is available for Residents for the purpose of expenses related to their training. Please consult “[ECSRHM Policy and Procedures. Financial Support for ECSRHM Residents](#)” for specific information.

## **6. Communication**

The Resident is responsible for assuring that they communicate regularly and in a timely manner with their Supervisor any progress and / or issues related to their residency.

- a. If the Resident encounters issues related to their residency whether personal or professional that they do not wish to discuss with their Supervisor, the Chair of the Residents Committee (a fellow Resident selected by their peers) can refer them to Diplomate advisors aligned with the Residents committee. All communications will be kept confidential.

## **7. Leave from the Residency**

If leave is required (parental, medical or compassionate reasons), the Resident must communicate this to their Supervisor and to the ECSRHM Education Committee and Board via the College Secretary ([ecsrhm.eu@gmail.com](mailto:ecsrhm.eu@gmail.com)) and include type of leave and start and return dates. If approved, these leaves will not be counted towards time spent in the residency programme.

## **8. Length of the Residency**

The period of the residency is not less than 3 years (36 months) – the minimum time required to qualify to sit the examination. It cannot be longer than 6 years (72 months) excluding approved leaves. [EBVS© Policy and Procedures 8.0 B.4.1.2](#)

- a. The Resident must apply to sit the Diploma Certifying Examination not later than in their 6<sup>th</sup> year of the residency.
- b. Once approved as a Candidate, the Resident will normally be expected to sit the examination at its next iteration, usually within that calendar year. However, the Candidate has up to 8 years to successfully complete all sections of the examination, including re-takes if unsuccessful, and so the Resident and Supervisor may request of the Credentials and Examination Committee via the College Secretary ([ecsrhm.eu@gmail.com](mailto:ecsrhm.eu@gmail.com)) to defer taking the examination that year.
- c. If an extension beyond 6 years is required to apply to sit the examination, the Supervisor and Resident must submit a written request, with reasons to the College Secretary [ecsrhm.eu@gmail.com](mailto:ecsrhm.eu@gmail.com), who will forward to the Chair of the Education Committee. The Chair may share this request with the Credentials Committee as well as the Board before a decision is made to grant (or not grant) the extension.

## **9. Withdrawal from the Residency.**

If the Resident decides to withdraw from the residency permanently, they are responsible for communicating this to their Supervisor(s) and also the Education Committee (via the College Secretary [ecsrhm.eu@gmail.com](mailto:ecsrhm.eu@gmail.com)) in writing before withdrawing. The Resident may be asked to provide reasons. This is so that the College can better understand drivers behind withdrawals. This information will be kept confidential and only used for future planning in a non-identifying manner.

## **IV. Assessment of the Progress of the Resident In-Programme**

Annual evaluation of the Resident’s progress is obligatory for continuation of the residency. This is done using documents submitted by the Resident (logbook) and their Supervisor (progress report of the Resident).

## **1. The assessment is done annually, based on the calendar year.**

- a. This assessment must be done each calendar year of the residency until the Resident has been approved as a Candidate to sit the examination.
- b. If the Resident was present for only part of the calendar year, e.g., started the residency part-way through the year / was on leave for part of the year, the evaluation is done only on the portion of the year in-programme.
- c. Both the Supervisor progress report and the Resident logbook are to be submitted on or before **January 15** of the year following the calendar year being evaluated. Both should be sent to the College Secretary at [ecsrhm.eu@gmail.com](mailto:ecsrhm.eu@gmail.com), who will share them with the Chair of the Education Committee.
  - i. If the Resident is on approved leave at this time, it is recommended to submit the documents before going on leave if possible.
- d. Failure to submit these documents by this date may result in suspension of the residency. If there are extenuating circumstances for delaying submission, please communicate this to the College Secretary ([ecsrhm.eu@gmail.com](mailto:ecsrhm.eu@gmail.com)) in advance.

## **2. The Resident Logbook**

The Resident is responsible for submission of the logbook using the form [ECSRHM\\_Resident Logbook\\_template.xlsx](#) (Microsoft® Excel spreadsheet). This logbook is to provide evidence that the Resident is exposed to sufficient case material and training opportunities to develop their skills and knowledge in preparation of the examination.

- a. The logbook should record activities related to
  - i. Flock / herd cases seen by the Resident,
  - ii. Individual animal cases seen by the Resident,
  - iii. All training activities related to the discipline of small ruminant health management,
  - iv. Attendance and participation at conferences and other scientific meetings.
- b. The form must be signed and dated by both the Resident and the Supervisor.

## **3. The Supervisor Report**

The Supervisor is responsible for providing an annual progress report of their assessment of the Resident's progress ([ECSRHM\\_Supervisor\\_Report\\_template](#)). It is recommended that the Supervisor meet with the Resident to discuss their progress including the contents of the report. This is an opportunity to evaluate issues that may impede successful completion of the residency, any modifications to the residency that might be necessary, or to adjust timelines for applying to be a Candidate for the Diploma examination. The report should include:

- a. The objectives of the residency and how it has met those objectives to-date.
- b. The progress of the Resident within their residency, with emphasis on clinical training, educational opportunities, progress of the research project and publications.
- c. Finally, a statement to describe if the overall Resident's progress is satisfactory, presenting some concerns, or unsatisfactory. The report should also include a plan to address any deficiencies.
- d. The report must be signed by both the primary Supervisor and the Resident.
- e. If the Resident was on an approved medical/parental/compassionate leave for part or all of the calendar year to be evaluated, the Supervisor will submit a report only on that portion of the year not on leave but should include in the report any changes to the length and scope of the residency as well as identifying any risks to completion.

## **4. Research Proposal**

A requirement of the residency is that the Resident must conduct research relevant to the discipline of small ruminant health management. A description of the research proposal is due within 12 months of the Resident starting their residency (as described above in **III.4**). While the project may change from what was originally proposed, the Education Committee must be informed of any changes so it may properly assess the progress of the Resident's training.

**5. Education Committee Review**

The Education Committee will review these documents and will provide a written opinion as well as advice if necessary, by **April 1<sup>st</sup>**. The Committee is tasked with approving or denying continuation of the residency. For the latter, the Chair of the Education Committee will likely reach out to both the Resident and Supervisor to discuss any issues before a decision is made.

**V. Forms used to carry out the procedures of Residency Training**

[ECSRHM Policy and Procedures - List of Documents](#) provides a list of all Policy and Procedures documents as well as forms used for Resident Training.

*Approved by the ECSRHM Board, February 12, 2026*