

Hinds Community College Veterinary Technology
Applicant Observation/Employment Documentation

As a requirement for consideration as an applicant into the Veterinary Technology program of Hinds Community College, all applicants are required to obtain no less than **40 hours of observational experience prior to your interview**. These hours must be completed in a veterinary clinic. We do not accept hours from animal shelters.

You will notice there are two sections to this form; **Section A** is to record observation hours and **Section B** is show employment if you are currently employed in a clinic. If you are currently employed in a clinic we will gladly accept that as your observation requirement. **The deadline to submit this form is May 22, 2025.**

Helpful Tips:

- If you have the opportunity to obtain more than the required minimum hours- Do it!
- If you have the opportunity to obtain observation hours in different clinics – Do it!
- If you have the opportunity to obtain both large and small animal observation- Do it!
- See the list of suggested interactions in the clinic that we would like for you to see.
- You can make as many copies of this form as needed to document your hours.

Please email you observation hours to mcwashburn@hindsc.edu

Should you have any questions please do not hesitate to call. 601-857-3456

Dr. Dale Cordes – Curriculum Coordinator/Program Director/Instructor

Dr. Lynn Johnson – Assistant Program Director/Instructor

Dana Woodward – CVT Instructor

Kerri McKnatt – CVT Instructor

Melissa Washburn – Veterinary Technology Admissions Coordinator

Suggested Interactions:

In your observation time in the clinic, we would like for you to talk with the attending veterinarian or certified veterinary technician (CVT) and ask them about the following:

- What is your typical day; work hours and expectations of a veterinary technician
- What do they feel like are the rewards of being a CVT?
- What is the expected salary and benefits of a CVT?
- What are the job opportunities for a CVT such a specialization in a specific field such as dentistry, anesthesiology, radiology, emergency care.
- What is the technician favorite part of the job? Examples would be surgery, the fast pace of the clinic, interactions with pet owners, etc.

Procedures that we would like for you to observe if you are able:

- Minor surgical procedures
- Major surgical procedures
- Dental procedures
- Observation of the technician and their role in the clinic
- Office Procedures
- Interaction with clients
- Animal Medications
- Euthanasia
- Proper handling of instruments
- Lab procedures

**Hinds Community College Veterinary Technology
Observation Documentation**

Name: _____

SECTION A: Observation Verification

This is to verify that _____ observed
(Applicant Name)

at _____ on the following dates and
(Clinic Name)
times.

Dates	Times

Applicant Signature: _____

Clinic Manager: _____

Section B: Employment Verification

This is to verify that _____ is employed with
(Applicant Name)

_____ as a _____
(Clinic Name) (Full Time or Part Time Employee)

Employment Dates: _____ to _____

Applicant Signature: _____

Clinic Manager: _____