

# AVNT Application Process Summary From The POLICY AND PROCEDURE MANUAL



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This is a summary. If there is any conflict, between this and the Policy and Procedure Manual, the Policy and Procedure Manual or By-laws content takes precedence

## Introduction

The mission of the Academy of Veterinary Nutrition Technicians (AVNT) is to advance the area of and promote excellence in the discipline of veterinary nutrition, to enhance the skills and knowledge of veterinary nutrition technicians/technologists/nurses, and promote veterinary technicians/technologists/nurses as integral members of the veterinary team.

This form is a summary for the application of VTS (Nutrition). For more information, please read the policy and procedure manual of the AVNT.

What is this process? A VTS process involves you showing advanced skills and knowledge beyond what a general credential veterinary technician or veterinary nurse may have working in general practice. The concept is that your skills would be applicable if you were working alongside a veterinary nutrition diplomate. In this scenario, you would be exposed to potentially more complex cases and require a more in-depth understanding of how nutrition influences patient health.

## What do you need to have ready to get started?

1. First, recognize your passion for animal nutrition. Once you decide, you will need to consider how many hours you work focused in nutrition. Over 3-5 years, you will need to keep track of work or volunteer hours focused on animal nutrition. You will need a minimum number of hours to complete your application.
  - a. This number may be averaged. For example, if you work in general practice and spend 20% of your day doing nutrition-focused skills ( $40\text{hr/wk} \times 50\text{wk/yr} \times 20\% = 400\text{ hour/year}$ ).
2. A Supervisor (usually your DVM or VTS) - This is the person you work with who oversees your medical skills and daily work progress. (see list)
3. Access to Recommended Reading textbooks and papers. Ideally, the first 5 textbooks in the listed edition or newer editions.
4. Time outside of work to develop your skills, tasks, and package. This is a journey, not a race. Waiting until the last minute to complete a package is not recommended.
5. Get your team onboard! Success for the applicant happens when their team is ready and willing to support them.
6. Time management skills - This is a self-driven process. There is a list of skills and tasks that you will need to complete; there is no "program" to follow.
7. Access to a computer - your application will be submitted to an online portal.
8. A passion to learn.

# AVNT Application Summary



## VTN (Nutrition) Candidate Prerequisites

A CANDIDATE is a person submitting their application for acceptance with a final goal of taking the VTN (Nutrition) certifying examination. A candidate will have been a credentialed veterinary technician/technologist/nurse for a minimum of three (3) years prior to the start of the application year.

Credential requirements dictate that a person, before they are declared eligible to start the application process, must:

- a. Be a **credentialed** Veterinary Technician/Technologist/Nurse in some State or Province of the United States, Canada, or other countries for a **minimum of three (3) years**.

Credentialed is defined as being legally able to work in their geographical area as a veterinary technician, veterinary technologist, or veterinary nurse. This includes following any regulatory requirements in the geographical location or area of practice. All candidates and academy members must be members in good standing with their credentialing agency.

- b. Have not applied for or obtained another VTN certification within three (3) years before the start of the AVNT application year (October 1).
- c. Collect work or volunteer **4000hours** focused on animal nutrition within 5 years of March 15<sup>th</sup> in the application year.
- d. Being an active member in NAVTA and AAVN is strongly encouraged, though this is not a requirement.

## Ready to Start The Application Process?

### Starting Your Application Year

The AVNT application year starts **October 1st and continues until September 30th** of the following year. Candidates who meet the prerequisites and are committed to completing the components of Part 1 and Part 2 of the application will first complete the Acknowledgement of Intent and Declaration. A link to this form can be found on the Candidate page of the website.

### Part 1 of the Application

#### Acknowledgment of Intent and Declaration - Opens October 1

The acknowledgment of intent and declaration consist of the candidate's information and their intent to apply for the current application year. They will also be able to request a VTN Nutrition mentor. After completing this section, the candidate will receive portal access for Part 1 submissions.

A candidate is required to have one supervisor at each practice/business where they will be obtaining specialty-focused work experience. Ideal supervisors are Board-Certified Veterinary Nutritionists ®, or a VTN (Nutrition). See the list of acceptable supervisors in the Definitions of this manual.

# AVNT Application Process



## Part 1 Timeline

**Opens:** October 1 of the application year, post-completion of the Letter of Intent and Declaration section.

**Closes:** March 15th at 11:59 pm Pacific Standard Time (PST) of the application year (approximately 5.5 months into the application year). If you have not completed this step by March 15<sup>th</sup> you will need to wait until the next application year to start your application.

- Part 1 application fee of \$50.00 USD will be due by March 15th for the application to be processed.
- The application fee will not be refunded if the candidate does not complete the Part 1 submission or is deemed ineligible to continue the application process.
- Candidates who have not paid the application fee by March 15th will not have their package graded and will need to submit it the following year.
- Candidates will be notified of the acceptance or rejection of their Part 1 application by April 30 of the application year.
- Candidates who have Part 1 deemed acceptable will be able to submit Part 2 of the application process.

## Part 1 Application Components

### Work Experience in the Specialty Field

#### Professional History And Employment

■ Candidates must have completed veterinary technician/animal health technologist/veterinary nurse education, which may include completion of the Veterinary Technician National Examination or equivalent. Geographical regions with regulations that allow for alternative measures, see Credentialing Requirements By Country/Region Appendix E

■ Candidates must be credentialed in the geographical area of employment for a minimum of three (3) years prior to October 1 at the start of their application year. Proof will be requested in the form of a letter in good standing, or a copy of registration or license from the credentialing organization for the geographical region for each year.

- A minimum of three (3) years of prior experience must be proven
- If any work experience or mastery of skills is being declared in the previous five (5) years, proof of credentialing must be included for all five (5) previous years.

■ The minimum work experience required to apply for certification as a VTS in Nutrition is at least three years as a credentialed veterinary technician/technologist/nurse 4,000 work experience hours:

- As a credentialed veterinary technician (CrVT) in the field of nutrition
- May be accrued within the five years immediately prior to application.  
The end date for hour accumulation is from March 15th of the Part 1 submission.  
For example, if Part 1 is submitted on March 15, 2025, hours can be counted from March 15, 2020, to March 15, 2025.
- Hours accrued during an alternative VTS application process cannot be counted towards qualifying hours for the VTS (Nutrition) application.

# AVNT Application Process



■ All candidates must demonstrate that the required veterinary nutrition technician experience hours were completed after becoming legally credentialed.

■ To verify work experience, a copy of an active license for each year is documented on the employment history form.

■ To verify your graduation date, a copy of your diploma from an accredited veterinary technician program or a letter of completion of the VTNE or equivalent national examination is required. If you became legally credentialed through alternative processes, a letter from the credentialing board or other authority must be submitted showing proof and date of credentialing through the alternative route.

■ To verify accuracy in work experience, documentation such as a letter from your employer and/or another form of proof should be provided. For example: redacted pay stubs.

○ Experience hours calculation method:

■ An example of an experience hours calculation:

To figure hours = hours per week X percent in specialty X weeks worked at job X # of years =  
Total hours experience: \_\_\_\_\_

Examples:

● A candidate has worked full-time (40 hours per week) for the last 3 years. The candidate took 2 weeks vacation each year. The candidate spends approximately 4 hours per day focused on nutrition skills.

○  $4\text{hrs} \times 5\text{ day/wk} \times 50\text{ weeks/yr} \times 3\text{ years} = 3,000\text{ hours}$  (Insufficient hours)

● A candidate worked in general practice full-time (38 hours per week) from January 1, 2019, to May 31, 2024. She spent 50% of her time focused on nutrition. On June 1, 2024, the candidate took a role with a Board Certified Veterinary Nutritionist® and now works 32 hours per week, 100% of her time focused on nutrition. She took 2 weeks of vacation time every year. She is now looking to apply in the 2025-2026 year.

Total weeks =  $3 \times 52 = 156$

Hours at new job from March 15, 2026, going back to June 1, 2024 = 93 weeks

$93\text{ wks} - (2\text{wk holiday} \times 2\text{ years}) = 89\text{ weeks}$

$89\text{ wks} \times 32\text{ hr/wk} \times 100\% = 2,848\text{hrs}$

○ Hours accrued at the previous job

$156 - 93 = 63\text{ weeks}$

$63\text{ weeks} - (2\text{ wk holidays} \times 1\text{ year}) = 61\text{ weeks}$

$61\text{ weeks} \times 38\text{ hr/wk} \times 50\% = 1,159\text{ hours}$

Total hours =  $2,848\text{ hrs} + 1,159\text{ hrs} = 4,007\text{ hrs}$  (acceptable hours)

- ☐ A minimum of forty (40) hours of RACE-accredited or its equivalent focused on animal nutrition.
- ☐ To be accepted as equivalent CE, the sessions/courses must be provided by a VTS or Diplomates in Nutrition, and must be focused on nutrition.
- ☐ A maximum of four (4) hours (equivalent to 10% of the minimum CE requirements) can be company-specific education. For example, product-specific information or company history.
- ☐ Each session must be a minimum of one-half (0.5) hour.
- ☐ CE hours must be from sessions/courses within the previous three (3) years preceding March 15th of the application year.
- ☐ Of the CE submitted, 80% must be related to canine, feline, equine, or bovine nutrition. Up to 20% can be focused on an alternate species.
- ☐ CE presentations can be live, virtual, or on demand.
- ☐ Proof of attendance is required by providing CE Certificates and completing the AVNT CE application component.
- ☐ Required information for each session includes:
  - Speaker name and credentials, session/course title, date, hour(s), and location/conference, along with the candidate's name
  - Each session must be listed individually in the AVNT CE Application component. Multiple sessions at a larger conference must list each attended session individually. For example, do not list VMX 2025 10 hours. List each session you attended at VMX with the required information listed above.
  - Courses must be listed individually. Programs must list each course included in the program individually.

[illegible]

CE will be added to the online portal.  
Here is a link if you prefer to have a  
rough draft copy for your records



# AVNT Application Process

## Competency Skills

- Competence skills are those that have been mastered by the candidate within the previous five years of the Part 1 Application deadline.
- Skills must show a variance of mastery in at least two species.
- The candidate has mastered these skills that are necessary to practice as a veterinary nutrition technician at an advanced level.
- Skills that meet the definition of mastery require a signature attestation to be an attestor who meets the definition of an approved attestor.
- Competency skills requiring attestation have been divided into two lists:

**1. Foundation Skills** - a signature attesting to the mastery by an attestor. A minimum of 90% of skills must be attested to as being mastered by the candidate.

**2. Advanced Skills** - a signature attesting to the mastery by an attestor. A minimum of 90% of skills must be attested to as being mastered by the candidate.

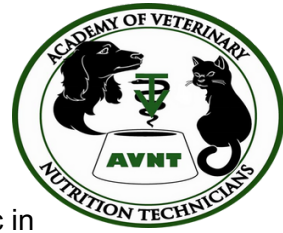
Both the Foundation and Advanced skill lists are intended to be the culmination of skills over a focused period in the candidate's career as a credentialed veterinary technician/technologist/nurse.

Any skill that is attested to as mastered signifies the candidate has performed the skill repeatedly over a long period, not once or twice. The candidate should be able to consistently and successfully perform the skill on multiple patients with varying health conditions.

The list of skills will be provided by the credentials approval committee. It is subject to change based on the current state of the art in veterinary nutrition.







# AVNT Application Process

## Foundation Nutrition Skill List Attestation

Skills that you have mastered as a credentialed, or registered technician/technologist/nurse/etc in the previous 5 years from March 15th of Part 1 submission. For example, if part 1 is submitted on March 15, 2025, skills can be included when they are mastered between March 15, 2020, to March 15, 2025.

**Mastery** is defined as completing a skill numerous times, over time, where you develop to be fully capable of completing the task without coaching. The mastery of the task involves being able to describe all the steps with such accuracy and understanding that you would be considered competent to train others to complete the task effectively.

- Mastering skills on multiple species is ideal. If one species is the focus in your practice, at least 10% of mastered skills must be from a second species.

## Foundation Skill List:

1. Perform a nutritional assessment: Physical exam, BCS, MCS, weight, nutrition history
2. Perform a fecal quality assessment
3. Recognize patients at risk for malnutrition. Risk examples are but are not limited to: fed excessive or insufficient calories, fed an unbalanced diet, and fed supplements that may cause an imbalance.
4. Calculate Resting Energy Requirements (RER)
5. Calculate Daily Energy Requirements (DER)
6. Calculate Ideal Body Weight
7. Calculate caloric requirements (kcal/day) based on RER/DER
8. Calculate feeding requirements (cup or can AND gram/day) based on RER/DER
9. Calculate complex meal volumes (example: a combination of canned, kibble, and treats)
10. Correlate how a nutrition recommendation may be influenced by blood chemistry results
11. Correlate how a nutrition recommendation may be influenced by cytology or histopathology results
12. Correlate how a nutrition recommendation may be influenced by urinalysis results
13. Perform sample collection, handling, or in-house diagnostics for other specific nutritional-related diseases (blood glucose, bile acids, SDMA, cortisol, etc)
14. Collaborate with a veterinarian to develop a nutrition plan
15. Implement a nutrition plan for a patient, flock, or herd (etc)
16. Identify a malnourished patient and create an appropriate feeding plan. Risk examples are but are not limited to: fed excessive or insufficient calories, fed an unbalanced diet, and fed supplements that may cause an imbalance.
17. Recognize pharmaceutical effects on a patient's GI motility, digestion, and absorption.
18. Recognize when medications should be administered with or without food
19. Educate clients regarding best practices for feeding a patient, flock, herd, etc. Conversations should include, but are not limited to: feeding frequency, environment, and food presentation.
20. Educate clients regarding the importance of diet compliance for disease management.
21. Educate clients regarding nutritional excesses and deficiencies
22. Educate clients regarding the parts of an animal feed/pet food label or dietary recipe that provide important information
23. Educate clients on a variety of nutritional myths and facts. Examples include but are not limited to: Grain-free diets, by-products, corn, ingredient lists, diet manufacturing/raw, balanced/not complete and balanced diets.
24. Educate clients on proper food handling, preparation (if appropriate), type, and storing, and cleaning of any equipment and/or surfaces for an animal's diet: Examples include but are not limited to cooked or uncooked homemade diets, fresh or raw commercial diets, kibble, silage, hay, grains, etc.
25. Follow up with the client about the patient/herd in person or remotely (phone, teleconsultation) following a nutrition recommendation.

# AVNT Application Process



## Advanced Nutrition Skills List Attestation

Skills that you have mastered as a credentialed, or registered technician/technologist/nurse/etc in the previous 5 years from March 15th of Part 1 submission. For example, if part 1 is submitted on March 15, 2025, skills can be included when they are mastered between March 15, 2020, to March 15, 2025.

**Mastery** is defined as completing a skill numerous times, over time, where you develop to be fully capable of completing the task without coaching. The mastery of the task involves being able to describe all the steps with such accuracy and understanding that you would be considered competent to train others to complete the task effectively.

- Mastering skills on multiple species is ideal. If one species is the focus in your practice, at least 10% of mastered skills must be from a second species.

## Advanced Skill List:

1. Calculate energy requirements for a variety of growth stages (birth through adulthood)
2. Calculate daily water requirements
3. Calculate the percentage weight change
4. Calculate nutrient amounts in mg/100 kcal or g/1000 kcal
5. Recognize physical identifiers of nutritional imbalances. Examples include but are not limited to: changes in hair coat quality and color, weak or cracking nails, changes in body and muscle condition, bone deformities, and vision impairment.
6. Recognize blood chemistry identifiers of nutritional imbalances.
7. Participate in cases of at least 2 species that utilize diagnostic testing for general gastrointestinal function. Examples include but are not limited to: bile acids, fecal bile acids, TLI, cobalamin & folate, gut dysbiosis index, barium radiographs, Equine oral glucose tolerance test, fecal blood test, ketosis, abdominocentesis, hyperketonemia, hyperketolactia, or hyperketonuria.
8. Be involved in diagnostic testing and sample handling that requires appropriate fasting protocols, and/or dosing and correct timing of medications, and utilize proper handling of samples
9. Identify a patient at risk of a metabolic or endocrine disorder due to malnourishment. Examples include but are not limited to: Refeeding syndrome, metabolic acidosis, hypertriglyceridemia, lipidosis, equine metabolic syndrome, hepatic lipidosis, or cachexia.
10. Assist in the placement/place/ and/or manage at least 2 tube types: Oral tube, Nasoesophagus (nasogastric) tube, Esophagostomy tube, Gastrotomy (varieties), or Jejunostomy tube, a Trocar, or Rumen cannula.
11. Educate clients about feeding tube indications, benefits, and at-home client management (if applicable)
12. Nutritionally manage a patient experiencing metabolic acidosis
13. Nutritionally manage a patient with an endocrine disorder
14. Nutritionally manage a patient experiencing a gastrointestinal condition
15. Nutritionally manage patients with a variety of disease states. Examples include but are not limited to obesity, renal disease, hepatic disease, cancer, atopy, allergic disease, cardiac disease, oral disease, esophageal disorders, immune-mediated conditions, and osteoarthritis
16. Nutritionally manage a patient with comorbidities. Examples include but are not limited to diabetes + CKD, growth + renal insufficiency, pancreatitis + obesity, etc.
17. Be involved in a case where the patient is administered a form of parenteral nutrition. Partial parenteral examples include but are not limited to: dextrose administration or lipid administration.



# AVNT Application Process



## Part 2 of the Application

### Timeline

**Opens:** April 30th of the application year. Only those candidates who have had Part 1 of their application deemed acceptable will receive a link for Part 2 submission.

**Closes:** September 30th at 11:59 pm Pacific Time (PT) of the application year.

● A Part 2 application fee of \$50.00 USD will be due by September 30 for the application to be processed.

The application fee will not be refunded if the candidate is not eligible to continue the examination process.

● Candidates who do not pay their fee by the deadline will not have their package graded and must reapply the following year.

● Candidates will be notified of the acceptance or rejection of their Part 2 application at least six (6) months prior to the sitting of the board examination.

● Candidates who have Part 2 deemed acceptable will be eligible to complete the board examination for VTS (Nutrition)

● Candidates whose Part 2 is rejected must repeat the entire application process.

## Part 2 Application Components

### Letters of Recommendation

○ Two (2) letters of recommendation written by two separate authors, whose credentials meet at least one of the following five (5) categories:

■ A VTS (Nutrition) member or a Board-Certified Veterinary Nutritionist®

■ A supporting Veterinarian

■ A veterinarian or a PhD in Nutrition, who is a member of the American Academy of Veterinary Nutrition

■ A diplomate or VTS of the American College of Veterinary Internal Medicine, or Board of Veterinary Practitioners

■ Other diplomats or VTS deemed appropriate by the Board of Regents.

○ Letters must be received between April 30 and September 1 by 11:59 pm PST directly from the author. Any extensions for late receipt must be submitted in writing and approved by the executive board. There will be no extensions or exceptions past September 30.

○ Appendix A - Letter of Reference template

Letters will be submitted via a link that is emailed to the author from the online portal

# AVNT Application Process



## Potential Examination Questions

- ☐ Create three (3) potential examination questions specific to the area of specialty.
- ☐ Each question must be created as a multiple-choice question.
  - Multiple choice questions (MCQs) are a type of question that presents a problem or question and a set of possible answers, including the correct answer and several incorrect answers:
  - The question is called the stem, and the possible answers are called alternatives. The correct answer is the key, and the incorrect answers are called distractors
- ☐ Each question must include a reference from the AVNT accepted reading list.
- ☐ Candidates must include an explanation for the question.
- ☐ Candidates must follow the Anatomy of a Question Guidelines, and concepts must come from the outlined domains and tasks.

## Case Census

- ☐ A Case Census is a list of cases you have participated in during the application year. The goal is to show how you use the advanced skills and knowledge to support patient care.
- ☐ Cases will be collected during the application year only, and listed by date starting with October 1 and ending on September 30 of the following year
- ☐ The case census will consist of a minimum of forty (40) to a maximum of sixty (60) cases that reflect the candidate's management of nutrition as related to the patient and mastery of advanced veterinary nutrition skills.

Forty cases must be deemed acceptable. Less than forty cases deemed acceptable are grounds for nonacceptance of the candidate's package. Therefore, it is recommended to submit more than forty (40) cases to a maximum of sixty (60) cases to cover any that are not accepted.

- ☐ Cases must consist of at least two (2) species with a minimum of ten (10) cases (25%), and a maximum of thirty (30) cases (75%) in one species.
- ☐ 70% of attested skills from the Foundation Skill list and 70% of attested skills from the Advanced Skill list must be included in the case log as skills performed by the candidate during the application year. You can include skills that have not been attested to as mastered.
- ☐ Cases must represent a variety of conditions and nutrition recommendations.
- ☐ The candidate must actively participate in the case as shown by the skills utilized.
- ☐ Cases should reflect a variety of skills and advanced knowledge.
- ☐ Each case must include:

Date of Case

Patient Call Name or ID #

Weight (kg)

Species

Breed

Age

Sex

Body Condition Score

Diagnosis or Differential Diagnosis

Foundation Skills Utilized by the candidate in this case

Advanced Skills Utilized by the candidate in this case

Brief Case Description - ***"Tell us how you nutritionally supported this case and why"***. Show calculations. (250 word maximum)

Making a spreadsheet is a great way to keep track of your cases before entering them into the online portal. You may add cases that you later remove, if a case that utilized more skill happens later in the year.

# AVNT Application Process



## Case Consensus

Cases should not include the applicant's own or family pets.

Individual patient cases count only once unless a patient comes in for a completely different condition.

In cases where a patient is examined multiple times, use the initial date as the start date.

Cases starting before October first of the application year cannot be listed until the first time seen on or after October 1. Any skills in the case completed prior to October 1 cannot be part of the case.

## Case Studies

- ☐ From the cases in the case census, choose five (5) cases and write a detailed case report for each case.
- ☐ Case reports must demonstrate expertise and understanding of principles in the management of a variety of veterinary patients requiring veterinary nutrition services.
- ☐ Case reports must represent at least two different species.
- ☐ A more diverse variety of species and skills/knowledge is strongly encouraged.
- ☐ The case reports must be selected from the case census.
- ☐ Case reports must be the original work of the applicant. Cases found to be plagiarized or developed from the use of artificial intelligence will be automatically deemed unacceptable, and the candidate's package will not be accepted.
- ☐ Candidates should follow the guidelines in the Instruction for Preparation and Evaluation of Case Reports (Appendix C)

## Comprehensive Skills

- ☐ Thirteen (13) comprehensive questions to be completed by the applicant. Appendix D
- ☐ All comprehensive questions (13) must be completed, display accuracy, and advanced understanding of the concepts and equations.

Answers must be the original work of the applicant. Answers found to be plagiarized or developed from the use of artificial intelligence will be automatically deemed unacceptable and the candidate's package will not be accepted.

Your package will be submitted electronically via an online portal. It is solely the responsibility of the applicant to ensure all information is accurate, completed, and the sole work of the applicant. There will be no extensions or exceptions made for packages not fully submitted by the deadline.

# AVNT Application Process



## Application Results and Examination Admission

Candidate procedures for admission to take the examination for VTS (Nutrition) status are as follows:

1. Application packages are assessed and graded by academy fellows. The Executive Board makes eligibility rulings on recommendation by the Credentials Approval Committee.
  - a. Part 1 candidates will be notified by April 30 of the application year if they are approved to submit Part 2 of their application.
    - i. Candidates whose Part 1 applications are not accepted must start the application process again the following application year, correcting any deficiencies. The candidate will be expected to complete a new application package.
  - b. Candidates who have submitted Part 2 will be notified of results no less than six (6) months preceding the scheduled examination date.
    - i. Candidates whose Part 2 applications are not accepted must start the application process, including Part 1. They can submit intent and Part 1 in the following application cycle, as they will be notified during the subsequent application year. The candidate is expected to complete a new application package.
2. Application for examination must be made by the candidate on a form provided by the Academy and submitted to the Secretary along with the application fee \$200.00 USD. The paid fee and completed form must be provided at least five (5) months preceding the scheduled examination. The application fee will not be refunded if the candidate is unable to take the examination or does not pass the examination.

The examination will be held remotely via an online portal. Further details can be found in the AVNT Policy and Procedure Manual.

*you'  
Got  
This!*

# AVNT Application Process



## Credentialing Requirements By Country/Region

### Appendix E

If you are unsure if you are a credentialed VT/VN please contact the AVNT for confirmation. Below are examples of how you may be credentialed in your country.

- **United States and Territories:** You must hold a credential as a veterinary technician (CVT/LVT/LVMT/RVT) issued by a veterinary regulatory authority of one of the fifty US states. If required for your geographical region, proof of passing the VTNE should be included in your submission. Proof of credentialing through alternative measures must be provided if recognized in your state
- **Canada:** Be credential issued by the provincial or territory veterinary regulatory authority. • Alberta (ABVTA) • Atlantic Provinces (EVTA) • British Columbia (BCVTA) • Manitoba (MVTA) • Ontario (OAVT) • Quebec (ATSAQ) • Saskatchewan (SAVT) • Yukon, Northwest Territories, and Nunavut must be credentialed with one of the Canadian Associations. If required for your geographical region, proof of passing the VTNE should be included in your submission.
- **England:** Regulated by the Royal College of Veterinary Surgeons (RCVS) Veterinary Nurse registry.
- **Ireland:** Registered with the Veterinary Council of Ireland.
- **Australia:** Western Australia, be registered with the Veterinary Surgeons' Board. In other Australian states, be registered with the Veterinary Nurses' Council of Australia.
- **New Zealand:** Be registered with the Allied Veterinary Professional Regulatory Council of New Zealand.
- **Other International Candidates:** If your country does not currently issue licenses or other registrations for veterinary support team members, and you have completed a college-level course in Veterinary Technology or Veterinary Nursing, you may qualify for the Veterinary Technician National Examination (VTNE). The American Association of Veterinary State Boards (AAVSB) is the organization that administers the VTNE and determines if graduates are qualified to take the examination via the Program for Assessment of Veterinary Education Equivalence (PAVE). PAVE for Veterinary Technicians defines an "international veterinary technician/nurse graduate" as a veterinary technician/nurse whose degree was conferred outside of the United States and Canada by a recognized post-secondary, professional school of veterinary technology/nursing or equivalent program. A "recognized" school is one that is officially approved by, and meets the educational requirements for credentialing, per the government of its country. International applicants may qualify to sit for the VTNE via the PAVE program. After successful passage of the VTNE, they may apply for their credential in one of the states or regions that accept PAVE reciprocity. Once the credential is issued, applicants may begin accruing both work experience and continuing education credits.

# AVNT Application Process



## Who Can Be My Supervisor?

A candidate is required to have at least one supervisor at each practice/business where they will be obtaining specialty-focused work experience. Ideal supervisors are Board Certified Veterinary Nutritionists ®, or a VTS (Nutrition).

Alternative supervisors can be:

- 1) A veterinary diplomate in the following specialties only
  - a) American College of Veterinary Internal Medicine (Small Animal Internal Medicine (SAIM), Large Animal Internal Medicine (LAIM), Cardiology, Neurology, Oncology)
  - b) American College of Veterinary Dermatology
  - c) American College of Veterinary Emergency and Critical Care
  - d) American Board of Veterinary Practitioners (Avian, Beef Cattle, Canine & Feline, Dairy, Equine, Exotic Companion Mammal, Feline, Fish, Food Animal, Reptile & Amphibian, Shelter Medicine, Swine Health)
  - e) American College of Veterinary Sports Medicine and Rehabilitation
  - f) American College of Zoological Medicine
- 2) A veterinary technician/technologist/nurse with a current VTS certification in the following specialties only
  - a) Academy of Veterinary Emergency and Critical Care Technicians and Nurses
  - b) Academy of Internal Medicine Veterinary Technicians (specialties in Cardiology, Neurology, Small Animal, Large Animal, and Oncology)
  - c) Academy of Veterinary Zoological Medicine Technicians
  - d) Academy of Veterinary Technicians in Clinical Practice (specialties in Small Animal (Canine/Feline), Small Animal (Feline), Exotic Companion Animal, and Production Medicine)
  - e) Academy of Laboratory Animal Veterinary Technicians and Nurses (specialties in Research Clinical Nursing (Traditional), Research Clinical Nursing (Non-Traditional))
  - f) Academy of Dermatology Veterinary Technicians
  - g) Academy of Equine Veterinary Nursing Technicians
  - h) Academy of Physical Rehabilitation Veterinary Technicians
- 3) A credentialed (licensed) veterinarian.
- 4) Supervisors with equivalent board certification from the European Board of Veterinary Specialisation may be accepted upon written request and approval by the Board Regents.





## Who Can Attest To My Mastery of Skills?

### Attest

The application process requires the candidate to attest to the mastery of skills and the authenticity of their work. To attest is to affirm or verify that what is provided to the AVNT in an application is authentic and genuine.

### Attestor

In support of confirming a candidate's mastery of skills, the AVNT requires a specific individual to attest that they have observed the candidate perform the specific mastered skill. Ideal attestors are a Board-Certified Veterinary Nutritionist® (ECVCN, ECVIM, or ACVIM) or a VTS (Nutrition). Alternative attestors can be:

- 1) A veterinary diplomate in the following specialties only
  - a) American College of Veterinary Internal Medicine (Small Animal Internal Medicine (SAIM), Large Animal Internal Medicine (LAIM), Cardiology, Neurology, Oncology)
  - b) American College of Veterinary Dermatology
  - c) American College of Veterinary Emergency and Critical Care
  - d) American Board of Veterinary Practitioners (Avian, Beef Cattle, Canine & Feline, Dairy, Equine, Exotic Companion Mammal, Feline, Fish, Food Animal, Reptile & Amphibian, Shelter Medicine, Swine Health)
  - e) American College of Veterinary Sports Medicine and Rehabilitation
  - f) American College of Zoological Medicine
- 2) A veterinary technician/technologist/nurse with a current VTS certification in the following specialties only
  - a) Academy of Veterinary Emergency and Critical Care Technicians and Nurses
  - b) Academy of Internal Medicine Veterinary Technicians (specialties in Cardiology, Neurology, Small Animal, Large Animal, and Oncology)
  - c) Academy of Veterinary Zoological Medicine Technicians
  - d) Academy of Veterinary Technicians in Clinical Practice (specialties in Small Animal (Canine/Feline), Small Animal (Feline), Exotic Companion Animal, and Production Medicine)
  - e) Academy of Laboratory Animal Veterinary Technicians and Nurses (specialties in Research Clinical Nursing (Traditional), Research Clinical Nursing (Non-Traditional))
  - f) Academy of Dermatology Veterinary Technicians
  - g) Academy of Equine Veterinary Nursing Technicians
  - h) Academy of Physical Rehabilitation Veterinary Technicians
- 3) A credentialed (licensed) veterinarian.
- 4) Attestors with equivalent board certification from the European Board of Veterinary Specialisation may be accepted upon written request and approval by the Board Regents.



# AVNT Application Process

## Timeline Summary

Application Components	Total Required	Letter of Intent and Declaration, October 1	Part 1 Opens October 1, Closes March 15 at 11:59 pm PST	Part 2 Opens April 30 Closes Sept 30 at 11:59 pm PST
<b>Acknowledgement of intent and basic information submission.</b>	Complete the requested information. Link found on the website on the candidate page.	Open October 1. Closes March 15 at 11:59 pm PST. Applications for the current application year will not be accepted post-March 15th.	A total of forty (40) nutrition-focused CE hours must be submitted in Part 1 of the application.	
<b>Work Experience in the Specialty Field</b>	At least three (3) years as a credentialed veterinary technician/technologist or veterinary nurse. At least four thousand ( <b>4000</b> ) hours focused on the specialty - animal nutrition. <ul style="list-style-type: none"> <li>These hours must be accumulated within the previous five (5) years as a credentialed veterinary technician/technologist or veterinary nurse. The end date for hour accumulation is from March 15th of Part 1 submission. For example, if Part 1 is submitted on March 15, 2025, hours can be counted from March 15, 2020-March 15, 2025.</li> </ul>		Total hours (4000) must be collected and submitted in Part 1 of the application.	
<b>Continuing Education (CE)</b>	40 hours of RACE-accredited or equivalent nutrition-focused CE <ul style="list-style-type: none"> <li>Hours must be from sessions/courses within the previous 3 years preceding March 15th of the application year.</li> <li>To be accepted as equivalent CE, the sessions/courses must be provided by a VTS or Diplomates from the approved list in the main Continuing Education section</li> </ul>			

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	<p>involves being able to describe all the steps with such accuracy and understanding that you would be considered competent to train others to complete the task effectively.</p> <ul style="list-style-type: none"> <li>● Mastering skills on multiple species is ideal. If one species is the focus in your practice, at least 10% of mastered skills must be from a second species.</li> <li>● Acceptable attestors are: DVM, diplomats, and VTS of specific specialties (see list in Definitions: Attestor)</li> </ul>			
<b>Letters of Recommendation</b>	<p>Two (2) letters of recommendation written by two separate authors, whose credentials meet at least one of the following four (4) categories:</p> <ul style="list-style-type: none"> <li>● A VTS (Nutrition) member</li> <li>● A Board-Certified Veterinary Nutritionist®</li> <li>● A supporting veterinarian</li> <li>● A veterinarian or a PhD in Nutrition, who is a member of the American Academy of Veterinary Nutrition</li> <li>● A diplomate or VTS of the American College of Veterinary Internal Medicine, or Board of Veterinary Practitioners</li> <li>● Other diplomate or VTS deemed appropriate by the Board of Regents.</li> </ul>			<p>Letters must be received between April 30 and September 1 by 11:59 pm PST directly from the author. Any extensions for late receipt must be submitted in writing and approved by the executive board. There will be no extensions or exceptions past September 30.</p>
<b>Examination Questions</b>	<p>Three (3) potential examination questions specific to the area of specialty.</p> <ul style="list-style-type: none"> <li>● Multiple choice with references from the accepted reading list.</li> </ul>			<p>All Questions (3) must be submitted in Part 2 of the application.</p>
<b>Case Census</b>	<p>The case census will consist of a minimum of forty (40) to a maximum of sixty (60) cases that reflect the applicant's management of nutrition as related to the patient and mastery of Advanced Veterinary Nutrition Skills.</p> <ul style="list-style-type: none"> <li>● Cases will be collected during the application year (October 1 to September 30). Cases must consist of at least two</li> </ul>			<p>A minimum of forty (40) cases must be deemed acceptable. The cases must reflect at least 70% of the attested mastered Foundation and</p>

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	<ul style="list-style-type: none"> <li>● All CE must be focused on nutrition.</li> </ul>			
<b>Foundation Nutrition Skills Attestation</b>	<p>Attesting that you have mastered these skills as a credentialed and registered (if applicable) veterinary technician/technologist/nurse, etc, in the previous five(5)years preceding March 15thofPart1submission.For example, if Part 1 is submitted on March 15,2025,skills canbeincluded that were mastered between March 15, 2020,andMarch15,2025.</p> <ul style="list-style-type: none"> <li>● Masteryisdefinedas completing a skill numerous times, where you develop to be fullycapableofcompleting the taskwithoutcoaching. The masteryofthetask involves being able to describe all the steps with such accuracyand understanding that you would be consideredcompetentto train others tocompletethe task effectively.</li> <li>● Mastering skillsonmultiple species is ideal.Ifone species is thefocusinyour practice, at least10%of mastered skillsmustbefrom a second species. Acceptable attestorsare:</li> <li>● DVM, diplomats,andVTSofof specific specialties(seelistin Definitions: Attestor)</li> </ul>		<p>There are twenty-five (25) total skills in the foundation list. At least 90% (twenty-three (23) skills) must be attested to in Part 1 of the application.</p>	
<b>Advanced Nutrition Skills Attestation</b>	<p>Attesting that you have mastered these skills as a credentialedand registered (if applicable) veterinary technician/technologist/nurse/etc in the previous five (5) years preceding March 15th of Part 1 submission.For example, if Part 1 is submitted on March 15, 2025, skills can be included that were mastered between March 15, 2020, and March 15, 2025.</p> <ul style="list-style-type: none"> <li>● Mastery is defined as completing a skill numerous times, where you develop to be fully capable of completing the task without coaching. The mastery of the task</li> </ul>		<p>There are Seventeen (17) total skillsinthe Advanced list. At least 90%(sixteen (16) skills)mustbe attested toinPart 1 of the application.</p>	

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	(2)speciesandrepresent a variety of conditions and nutrition recommendations.			Advanced Skills. (70% from each list). The case census must be submitted in Part 2 of the application.
<b>Case Studies</b>	<p>Five (5) detailed case reports.</p> <ul style="list-style-type: none"> <li>● Case reports must demonstrate expertise and understanding of principles in the management of a variety of veterinary patients requiring veterinary services.</li> <li>● Case reports must represent at least two (2) different species.</li> <li>● More variety of species is strongly encouraged.</li> <li>● The case reports must be selected from the case census.</li> <li>● Case reports must be the original work of the applicant.</li> </ul>	Your paragraph text	Your paragraph text	Five (5) Case Studies must be submitted in Part 2 of the application.
<b>Comprehensive List</b>	<p>Thirteen (13) comprehensive questions to be completed by the applicant.</p> <ul style="list-style-type: none"> <li>● Answers must be the original work of the applicant.</li> </ul>			All comprehensive questions (13) must be completed and display accuracy and advanced understanding of the concepts and equations. The Comprehensive List questions must be submitted in Part 2 of the application.