

Specialization commission

Information for residents (ECVx/ACVx or FVH) at the Vetsuisse Faculty University of Bern

Dear colleague

Welcome to our Faculty!

This document is meant to inform you about the general and legal aspects of residency programs before your enrolment in a continuing education program, as well as about the instances responsible for their organization and their evaluation at our Faculty.

Please read this document carefully and ask your programme supervisor if some points remain unclear. Please confirm that you have been informed about the details of your training program and your future position as a resident.

The third page of this document must be signed by you and your supervisor, and returned to the office of the Specialization Commission, in order for you to be registered as a resident and so to be entitled to the support of the Specialization Commission. Should this document not be completed or returned correctly, you may not receive any support from the Spezko.

To be eligible for support by the Specialization Commission, you need to spend at least three months per year or nine months over the course of your residency at the Vetsuisse faculty, and your supervisor must be employed at the Vetsuisse faculty.

The Specialization Commission (Spezko)

The Spezko consists of representatives of the Department for Clinical Veterinary Medicine (DKV, consisting of Food Animal Clinic, Equine Clinic, Small Animal Clinic and non species-oriented clinical disciplines), of the Department of Infectious Diseases and Pathobiology (DIP), and the Department for Clinical Research and Veterinary Public Health (DCR-VPH). Its duties and responsibilities, described in its bylaws (Spezialisierungsreglement, dated January 27, 1997, and updated on September 19, 2016) include most importantly:

- the annual evaluation of the residency programs by means of a questionnaire survey, and a feedback to the program directors, Departments and Faculty
- financial support of the residents (in the limits of the available budget) according to the "Guidelines for the application to financial support for the attendance of conferences and other continuing education courses in the frame of residency programs"
- financial support of the residents according to the "Financial support from Spezko for research projects in the frame of residency programs"
- point of contact in case of problems that cannot be solved within the unit or institute

General conditions

The general conditions of continuing education programs are defined in the following documents:

"Regulation of the working time of trainees" (20. Februar 2018),

"Working hours of the assistant doctors" (9. August 2018)

These documents as well as the bylaws of the Specialization Commission can be downloaded from the Spezko website:

http://www.vetsuisse.unibe.ch/weiterbildung/spezialisierungskommission/index_ger.html.

Please read these documents carefully and ask the person responsible for your residency program if something remains unclear.

You can find further information about the residency programs on the website of the Spezko.

Please return the completed and undersigned page 3 of this document to Mrs. Nora Gassner at the dean's office within one week of the beginning of your program.

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The resident confirms that he/she has been informed by his/her supervisor about the general conditions of residency programs at the Vetsuisse Faculty Bern and about the specific conditions of his/her own training program.

The supervisor confirms that the conditions defined in the bylaws regarding residency programs, especially regarding working hours and off-time, will be respected in the specific program.

Name of the resident: _____

Program designation: _____

Name of the Vetsuisse supervisor: _____

Start of the residency program (date): _____

Expected date of completion of the program: _____

Comments on specific conditions of the respective residency program

Date:

Signature of the resident

Signature of the supervisor