



**SASKATCHEWAN
VETERINARY MEDICAL
ASSOCIATION**

**MEMBERSHIP CATEGORIES
and
OPERATIONAL POLICIES**

November 2019

Contents

I Veterinarians	3
Categories	3
A. Practicing Memberships	3
B. Non-Practicing Memberships	3
C. Voting Membership Categories	4
D. Council and Committee Positions	4
E. Emergency Licensure of Veterinarians	4
Requirements for Membership.....	5
A. Practicing Memberships	5
Temporary Practice category	8
B. Non-Practicing Membership.....	9
Procedure for Application.....	11
Annual Membership Maintenance Requirements.....	11
II Veterinary Technologists	12
Categories	12
A. Practicing Memberships	12
B. Non-Practicing Memberships	13
C. Voting Membership Categories.....	14
D. Council and Committee Positions.....	14
E. Emergency Licensure of Veterinary Technologists	14
Requirements for Membership.....	14
A. Practicing Memberships	14
Procedure for Application.....	15
Annual Membership Maintenance Requirements.....	15

Memberships and Licences

I Veterinarians

Categories

A. **Practicing Memberships:** In respect of the practice of veterinary medicine, the following categories of membership are continued or established:

i. General Practice:

is a member who is registered and licensed in accordance with the Act and this Bylaw to practise veterinary medicine without limitations, conditions or restrictions imposed by council, which include:

- (a) Full Practicing
- (b) Life Practicing

ii. General Practice with Conditions:

is a member who is registered and licensed in accordance with the Act and this Bylaw to practise veterinary medicine with limitations, conditions or restrictions imposed by council, which include:

- (a) Limited
- (b) Short-term
- (c) Educational
- (d) Student

Council may from time to time designate such other practicing memberships as it may determine, and, in each case, council shall specify the requirements, fees (if any), rights and privileges of such practicing membership categories.

B. **Non-Practicing Memberships:** The following categories of membership are continued or established, and each category shall not be permitted to practise veterinary medicine in Saskatchewan:

- (a) Life Non-Practicing
- (b) Sabbatical Member
- (c) Social Member
- (d) Honorary Member

Council may from time to time designate such other non-practicing memberships as it may determine, and, in each case, council shall specify the requirements, fees (if any), rights and privileges of such non-practicing membership categories.

C. Voting Membership Categories

- (a) Full Practicing
- (b) Life Practicing
- (c) Limited
- (d) Life Non-Practicing
- (e) Sabbatical Member
- (f) Educational

D. Council and Committee Positions

Council and Committee positions may be held only by members in the following categories;

- (a) Full Practicing
- (b) Life Practicing
- (c) Limited
- (d) Life Non-Practicing
- (e) Sabbatical Member

E. Emergency Licensure of Veterinarians

In extraordinary circumstances where a governmental authority or other organizations require veterinary services beyond what is available locally, the Registrar may grant Short-term General Practice licensure to:

- (a) Canadian Veterinary Reserve (CVR) members of the Canadian Veterinary Medical Association (CVMA) who are qualified veterinarians, in good standing, and holding a

General Practice License in other provinces (verified annually by the CVMA).

(b) Non-CVR veterinarians. When these veterinarians are called to provide veterinary services in these extraordinary circumstances, they will require:

- i. registration as Non-Practicing veterinarians in good standing in the province of Saskatchewan,
OR
- ii. verification of current licensure in another province, and a letter of good standing from the appropriate regulatory authority of the province of licensure.

(c) Veterinarians from outside of Canada who possess the necessary academic or practical experience and proficiency needed to assist in a specific set of extraordinary circumstances.

The normal fees and requirements for registration and reinstatement of Non-Practicing veterinarians may be waived.

The term of emergency licensure is limited to the time required for these extraordinary services. The practice scope for emergency licensure is limited to duties on behalf of the appropriate governmental authority or organization addressing the emergency.

Requirements for Membership

A. Practicing Memberships

General Practice

a. Full

A person applying as a General Practice Full member shall:

- i. (1) be a graduate of a college of veterinary medicine accredited by the CVMA or AVMA, and
(2) hold a Certificate of Qualification (CQ). Applicants are exempt from having a CQ if licensed anywhere in Canada prior to December 31, 1986;
or
- ii. (1) be a graduate of a college of veterinary medicine not accredited by the CVMA or AVMA, and
(2) hold a CQ.

b. Life Practicing

A person granted a Life Membership shall have

- i. attained the age of 65 years,
- ii. at all times maintained Good Standing with the SVMA,
- iii. paid dues annually for twenty-five (25) years and
- iv. meet the licensing requirements for a Practicing Membership
- v. received two-thirds majority vote of the Voting Members present at general meeting accepting such person as a Life Member of the SVMA.

General Practice categories with Conditions

(i) Limited

A person applying as a General Practice Limited member, may, at the discretion of council, be exempted from the requirement to hold a CQ if any of the following are satisfied:

- a. the person
 - (1) is a graduate of a college of veterinary medicine, and
 - (2) is either
 - (A) registered, and maintains registration, with the CVMA National Examining Board (NEB) to complete the examinations required by the CVMA NEB to obtain a CQ, or
 - (B) has completed the examinations required by the CVMA NEB and is awaiting issuance of a CQ; or
 - (C) has obtained certification under the American Association of Veterinary State Boards' (AAVSB) Program for the Assessment of Veterinary Education Equivalence (PAVE) and has successfully completed the North American Veterinary Licensing Examination (NAVLE); or

- b. the person
 - (1) is board certified by, or a diplomate of, a veterinary specialty organization that is recognized by the AVMA American Board of Veterinary Specialties (ABVS), or equivalent; or

(2) is enrolled, and maintains enrollment, with a veterinary specialty organization that is recognized by the AVMA ABVS or equivalent while working towards board certification, or diplomate status; or

(3) the person is determined by council as possessing the necessary academic and practical proficiency necessary to practise veterinary medicine in accordance with limitations, conditions or restrictions imposed by council.

ii. Short-Term

the person

(1) is a registered veterinarian who is licensed to engage in any form of veterinary practice for a period not exceeding ninety (90) days total in any fiscal year.

(2) Must be affiliated with an inspected practice in Saskatchewan, or with an organization/event approved by council. Approval of organizations and events will be granted on a case by case basis.

(3) Must submit a log of dates, times and locations of employment in the province of Saskatchewan to the registrar on or before December 31st of the year in which the licence was granted.

(4) Applicants for this category are exempt from attending the licensing seminar and writing the licensing examination.

iii. Educational

the person

(1) is a graduate veterinarian from a recognized school of veterinary medicine,

(2) is enrolled, and maintains enrollment, in a college of veterinary medicine, and

(3) in connection with their enrollment, is required to complete a practicum, internship, residency or similar educational placement.

iv. Student

the person

(1) shall be enrolled, and maintain enrollment, in a professional degree program in veterinary medicine at a recognized college of veterinary medicine,

(2) shall practise only under the supervision of a General licence member holding one of the following licence categories,

- Full
- Life practising
- Limited
- Educational
- Short-term

Notwithstanding the immediately preceding sentence, all students who are enrolled, and maintain enrollment in, the undergraduate or graduate studies at the Western College of Veterinary Medicine, as evidenced by a registration list provided by the office of the Dean of the Western College of Veterinary Medicine, shall be Student Members.

Temporary Practice category

Council may at its discretion issue temporary memberships in the association for the following persons:

- (a) applicants for membership who are graduates from an accredited veterinary school pending the writing of, or confirmation of results of, the North American Veterinary Licensing Examination (NAVLE).
- (b) applicants requiring attendance at a licensing seminar or successful completion by that person of an examination on The Act and bylaws of the association.
- (c) a graduate veterinarian who has qualified to enter or has entered the National Examining Board process to obtain a Certificate of Qualification.
- (d) such other persons as council may in its discretion see fit.

No independent practice activity as defined by section 2(1) of *The Veterinarians Act, 1987* is allowed. The temporary practice member must practise under the direct or indirect supervision of a general practice member who is without restrictions, is in good standing with the SVMA, and has been so licensed for the past three (3) years.

For direct supervision, the supervisory veterinarian must also:

- (1) be immediately available at all times and physically able to attend when the temporary practice member is engaged in veterinary activities;
- (2) supervise no more than one temporary member at one time; and
- (3) at no time supervise a temporary member with whom a personal relationship (e.g., family member, spouse, life partner) exists now or has existed in the past.

For indirect supervision, the supervisory veterinarian must also:

- (1) be immediately available by telephone at all times and physically able to attend at the same location as the temporary member within two (2) hours when the restricted member is engaged in veterinary activities;
- (2) supervise no more than one temporary member at one time; and
- (3) at no time supervise a temporary member with whom a personal relationship (e.g., family member, spouse, life partner) exists now or has existed in the past.

Temporary practice members under direct supervision may be eligible for indirect supervision provided they have:

- (1) passed the North American Veterinary Licensing Examination (NAVLE) as well as the Preliminary Surgical Assessment (PSA) exam and have registered with the National Examination Board (NEB) to take the Clinical Proficiency Examination (CPE);
- (2) been working under direct supervision for a minimum period of three (3) months at the same veterinary practice at which they will be restricted to work at while under indirect supervision;
- (3) received full mentorship in all areas of medicine from examination to diagnosis, treatment, medical management and surgery while under direct supervision; and
- (4) received written recommendation for the removal of direct supervision restrictions by the supervisory veterinarian(s).

Council may attach such terms and conditions to a temporary membership as it deems fit, including, but without restricting the foregoing, restrictions as to the type of practice, geographic area of practice, or employer.

At its discretion, council may renew a temporary membership for up to twelve (12) months. The maximum period a temporary license can be held without council review is twenty-four (24) months.

Temporary members cannot vote in any proceedings of the association, cannot be elected to council, hold office or be appointed to legislated committees.

B. Non-Practicing Membership

i. Life Non-Practicing

A person granted a Life Membership shall have

- (1) attained the age of 65 years,

Update: November 18, 2019

- (2) paid dues annually for 25 years,
- (3) at all times maintained Good Standing with the SVMA, and
- (4) received two-thirds majority vote of the Voting Members present at general meeting accepting such person as a Life Member of the SVMA.

Council may apply any condition it deems appropriate to the license of a non-practising life member who has requested a transfer to practising life member status.

ii. Sabbatical Member

This registration permits members to cease the practise of veterinary medicine in Saskatchewan on a temporary basis thus relieving them from the payment of regular membership fees.

A Sabbatical Member may be on temporary leave from active practice on various grounds, encompassing but not restricted to:

- (a) educational leave,
- (b) parental leave,
- (c) compassionate leave, or
- (d) temporary absence from the province.

A member granted a Sabbatical Membership

- (1) shall not practise veterinary medicine in the province of Saskatchewan during the period of such leave,
- (2) shall not order drugs listed in the Prescription Drug List of the Food and Drugs Regulations and in the Schedule to the Controlled Drugs and Substances Act for any purpose,
- (3) must meet the continuing education requirements as set out in the Bylaw.

iii. Honourary Member

A person granted an Honourary Membership shall have

- (1) established outstanding service or contribution to the association or to the veterinary profession in general, and
- (2) received two-thirds majority vote of the Voting Members present at a general meeting accepting such person as an Honourary Member of the SVMA.

iv. Social Member

A person granted a Social Membership shall

(1) be a member of, or have held a membership in, a recognized veterinary medical association, and

(2) at all times maintained good standing with such a recognized veterinary association.

Procedure for Application

a. A veterinarian seeking membership with the SVMA shall:

i. deliver a complete application to the registrar using the form prescribed by council;

ii. deliver to the registrar evidence satisfactory to council that the person meets the applicable requirements from Section I of this policy document for the membership category for which application is made;

iii. if necessary, attend a seminar, and successfully complete an examination, in respect of the requirements, practice standards and other matters set forth in the Act, the Bylaw and any other documents of the SVMA;

iv. in respect of a general practice member, deliver to the registrar evidence satisfactory to council of professional liability insurance with an insurer duly licensed in Saskatchewan in an amount of not less than \$1,000,000 for each occurrence; and

v. deliver to the secretary-treasurer the fee (if any) as set out in the Fee Schedule.

b. Upon receipt of an application for membership satisfactory to the registrar, the registrar shall refer same to council and, if council is satisfied the person meets the requirements of the Act, the Bylaw and this policy document, then, subject to limitations, conditions or restrictions imposed by council, council shall direct the registrar to enter the person's name on the register and, if applicable, issue a licence.

Annual Membership Maintenance Requirements

a. Fees and Practice Declaration

Except as otherwise provided in this Bylaw, on an annual basis each veterinary member shall, as applicable:

i. no later than November 30 of each year, deliver to the secretary-treasurer the annual fee as set out in the Fee Schedule paid in full on account of membership for the following calendar year; and

- ii. no later than November 30 of each year, deliver to the registrar a practice declaration using the form prescribed by council and
 - iii. no later than November 30 of each year, deliver to the registrar declaration of continuing education hours obtained.
- b. Upon receipt of an annual fee (if any), practice and continuing education declarations each satisfactory to the registrar, the registrar shall maintain the person's name on the register and, if applicable, issue a licence.
- c. Continuing Education

If a member fails to deliver the annual fee and practice declaration or maintain a minimum level of Continuing Education as required by the Bylaw, the registrar shall give the member notice in writing, which notice shall be deemed given on the day sent if sent by registered mail to the last business or residential address on record with the registrar.

Failure of the member to remedy the matters set forth in the notice within 30 calendar days of the date the notice was sent may, at the discretion of council, result in any of

- (i) a loss of Good Standing,
- (ii) a levy of penalty fees as set out in the Fee Schedule,
- (iii) the member being struck from the register.

II Veterinary Technologists

Categories

A. **Practising Memberships:** In respect of assisting with the practice of veterinary medicine, the following categories of membership are continued or established:

i. Active: is a member who is registered in accordance with the Act and this Bylaw to assist with the practice of veterinary medicine without limitations, conditions or restrictions imposed by council.

ii. Conditional: is a member who is registered in accordance with the Act and this Bylaw to assist with the practice of veterinary medicine with limitations, conditions or restrictions imposed by council, which include:

(a) Provisional

- (1) is a graduate of veterinary technology from a program accredited by the CVMA or AVMA,

and

(2) is awaiting the results of having written the Veterinary Technology National Examination administered by the AAVSB;

or

(3) is registered to write the VTNE at the next available opportunity.

(b) Short Term: is a member who

(1) is registered to assist in the practise of veterinary medicine for a period not exceeding 90 days total in any fiscal year. The short-term registration is valid until December 31st in the year in which it is granted.

(2) must be affiliated with an inspected practice in Saskatchewan, or with an organization or event approved by council. Approval of organizations and events will be granted on a case by case basis.

(3) must submit a log of dates, times and locations of employment in the province of Saskatchewan to the registrar on or before December 31st of the year in which the licence was granted.

(4) applicants for this category are exempt from attending the licensing seminar and writing the licensing examination

(c) Student: is a member who

(1) shall be enrolled, and maintain enrollment, in a CVMA/AVMA accredited program in veterinary technology,

(2) shall assist in the practise of veterinary medicine only under the supervision of a General licence veterinarian member or an Active registered veterinary technologist member.

Council may from time to time designate such other practising memberships as it may determine, and, in each case, council shall specify the requirements, fees (if any), rights and privileges of such practising membership categories.

B. Non-Practising Memberships: A non-practising membership may be issued to any person who has held membership in the Association or any equivalent veterinary medical association. Members in this category may not assist with the practise of veterinary medicine in Saskatchewan.

Council may from time to time designate such other non-practicing memberships as it may determine, and, in each case, council shall specify the requirements, fees (if any), rights and

privileges of such non-practicing membership categories.

C. Voting Membership Categories

- (a) Active
- (b) Non-Practicing

D. Council and Committee Positions

Council and Committee positions may be held only by members in the following category;

- (a) Active

E. Emergency Licensure of Veterinary Technologists

In extraordinary circumstances where a government authority or other organizations require veterinary services beyond what is available locally, the Registrar may grant Short-term Conditional registration to Registered Veterinary Technologists who are:

- (a) qualified Veterinary Technologists, in good standing, and holding an Active Practice License in other provinces
- (b) registration as Non-Practicing Veterinary Technologists in good standing in the province of Saskatchewan,
- OR
- (c) verification of current licensure in another province, and a letter of good standing from the appropriate regulatory authority of the province of licensure.

The normal fees and requirements for registration and reinstatement of Non-Practising Veterinary Technologists may be waived.

The term of emergency licensure is limited to the time required for these extraordinary services. The practice scope for emergency licensure is limited to duties on behalf of the appropriate governmental authority or organization addressing the emergency.

Requirements for Membership

A. Practicing Memberships

A person applying as a practicing member shall:

i. Active and Short Term

- (1) be a graduate of veterinary technology from a program accredited by the CVMA or AVMA, and

(2) have achieved a passing grade on the Veterinary Technology National Examination (VTNE) administered by the AAVSB;

ii. Provisional

(1) be a graduate of veterinary technology from a program accredited by the CVMA or AVMA, and

(2) be awaiting the results of having written the Veterinary Technology National Examination administered by the AAVSB;

(3) or be registered to write the VTNE at the next available opportunity.

iii. Student

(1) shall be enrolled, and maintain enrollment, in a CVMA/AVMA accredited program in veterinary technology,

Procedure for Application

a. A person seeking membership as a veterinary technologist with the SVMA shall:

i. deliver a complete application to the registrar using the form prescribed by council;

ii. deliver to the registrar evidence satisfactory to council that the person meets the applicable requirements of Section II of this policy document;

iii. attend a seminar, and successfully complete an examination, in respect of the requirements, practice standards and other matters set forth in the Act, the Bylaw, this policy document and any other documents of the SVMA;

b. Upon receipt of an application for membership satisfactory to the registrar, the registrar shall refer same to council and, if council is satisfied the person meets the requirements of the Act, the Bylaw and this policy document then, subject to limitations, conditions or restrictions imposed by council, council shall direct the registrar to enter the person's name on the register and, if applicable, issue a registration certificate.

Annual Membership Maintenance Requirements

Except as otherwise provided in this Bylaw, on an annual basis each member shall, as applicable:

a. Maintain membership in the Saskatchewan Association of Veterinary Technologists,

b. Upon receipt of an annual fee (if any) and practice declaration, each satisfactory to the registrar, the registrar shall maintain the person's name on the register and, if applicable, issue a registration certificate.

c. If a member fails to deliver the annual fee (if any) and practice declaration or maintain a minimum level of continuing education as required by this Bylaw and the Continuing Education Standard, the registrar shall give the member notice in writing, which notice shall be deemed given on the day sent if sent by registered mail to the last business or residential address on record with the registrar. Failure of the member to remedy the matters set forth in the notice within 30 calendar days of the date the notice was sent may, at the discretion of council, result in any of the following

- (1) a loss of Good Standing,
- (2) the member being struck from the register,
- (3) a levy of penalty fees as set out in the Fee Schedule.

Date Approved by Council:	January 14, 2019
Date Reviewed:	January 14, 2019
Previous Approval Date:	June 14, 2018
Future Revision Date:	November 2020