



**SASKATCHEWAN
VETERINARY MEDICAL
ASSOCIATION**

**MEMBERSHIP AND
REGISTRANT CATEGORIES
and
OPERATIONAL POLICIES**

NOVEMBER 2024

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Memberships and Licenses

I. Veterinarians

Categories

A. Practicing Memberships

In respect of the practice of veterinary medicine, the following membership categories are continued or established:

i. General Practice

A General Practice Member is one who is registered and licensed in accordance with the Act and Bylaws to practice veterinary medicine without limitations, conditions or restrictions imposed by council, which include:

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

ii. General Practice with Conditions

A General Practice with Conditions Member is one who is registered and licensed in accordance with the Act and Bylaws to practice veterinary medicine with limitations, conditions or restrictions imposed by council, which include:

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

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 practice veterinary medicine in Saskatchewan:

- (a) Life Non-Practicing Member
- (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 Members

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

D. Council and Committee Positions

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

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

E. Emergency Licensure of Veterinarians

In extraordinary circumstances where a provincial or federal governmental authority requires rapid veterinary assistance beyond what is available locally, the Registrar may grant Short-Term General Practice licenses 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.

Extraordinary circumstances include outbreaks of foreign animal disease and other large-scale emergencies and disasters that affect animals.

The normal fees and requirements (e.g., letters of standing) for registration will be waived. Confirmation that the applicant holds active licensure in good standing will be confirmed through direct communication with the regulator of the originating jurisdiction.

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. Veterinarians licensed under this provision will only work under the supervision of the Chief Veterinary Officer of Saskatchewan and/or Canada.

Requirements for Practicing Memberships

A. Practicing Memberships

i. *General Practicing Members*

a. Full Practicing Member

A person applying as a General Full Practicing 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;
 - or
- iii. (1) hold General Practice Full or equivalent licensure in another Canadian province

or territory.

b. Life Practicing Member

A person granted a Life Practicing 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.

ii. General Practicing Member with Conditions

a. Limited Practicing Member

A person applying as a General Limited Practicing Member, may, at the discretion of council, be exempted from the requirement to hold a Certificate of Qualification (CQ) if any of the following are satisfied:

- i. the person
 - (1) is a graduate of a college of veterinary medicine; and
 - (2) has either:
 - (a) passed the North American Veterinary Licensing Examination (NAVLE) and is registered with the CVMA National Examination Board (NEB) to take the Preliminary Surgical Assessment (PSA) and the Clinical Proficiency Examination (CPE); 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
 - or:
- ii. 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;

- (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;
- (3) is determined by council, as possessing the necessary academic and practical proficiency necessary to practice veterinary medicine in accordance with the limitations, conditions or restrictions imposed by council; or
- (4) holds a Limited General Practice or equivalent license in another Canadian province or territory.

b. Short-Term Practicing Member

i. A Short-Term Practicing Member must::

- (1) be 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) 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) 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 license was granted.

c. Educational

i. An Educational Member must:

- (1) be a graduate veterinarian from a recognized school of veterinary medicine,
- (2) be enrolled, and maintain enrollment, in a college of veterinary medicine, and
- (3) in connection with their enrollment, be required to complete a practicum, internship, residency or similar educational placement.
- (4) be restricted to the practice of veterinary medicine within their educational institution as required by the program or placement in which they are enrolled.

d. Student

i. A Student Member shall:

- (1) be enrolled, and maintain enrollment, in a professional degree program in veterinary medicine at an accredited college of veterinary medicine,
- (2) practice only under the 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 and holds one of the following license categories:

- Full Practicing Member

- Life Practicing Member
- Limited Practicing Member
- Educational Member
- Short-term Member

Temporary Practice Memberships

Council may upon full review of the applicant's documentation, at its discretion, issue Temporary Practicing 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) OR having failed the NAVLE must now retake the NAVLE and subsequently complete the Preliminary Surgical Assessment (PSA) and Clinical Proficiency Examination (CPE)
- (b) applicants for membership who are graduates from a veterinary school that is not accredited by the American Veterinary Medical Association's Council on Education must have passed and provide results of the National Examining Board's (NEB) NAVLE, and demonstrate registration to take the Preliminary Surgical Assessment and the Clinical Proficiency Examination at the next available opportunity.
- (c) applicants requiring attendance at a licensing seminar or successful completion by that person of an examination on The Act and Bylaws of the association.
- (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 Practicing Member must practice under the direct supervision of a General Practicing Member who is without restrictions, is in good standing with the SVMA, and has been so licensed for the past three (3) years and who completes the SVMA Letter of Undertaking to Provide Direct Supervision.

For direct supervision, the supervisory veterinarian must also:

- (1) be immediately available at all times and physically able to attend when the Temporary Practicing Member is engaged in veterinary activities; and be able to assist and/or complete any procedure or treatment undertaken by the Temporary Practicing Member as required.
- (2) supervise no more than one Temporary Practicing Member at one time; and
- (3) at no time supervise a Temporary Practicing Member with whom a personal relationship (e.g., family member, spouse, life partner) exists now or has existed in the past.
- (4) submit to the SVMA a summary document outlining the Temporary Practicing

Member's practice activities on a quarterly basis for council review.

Temporary Practicing Members under direct supervision may be eligible for indirect supervision provided they have:

- (1) passed the Preliminary Surgical Assessment (PSA) exam and have registered with the National Examination Board (NEB) to take the Clinical Proficiency Examination (CPE) at the next available opportunity;
- (2) been working under direct supervision for a minimum period of four (4) months at the same veterinary practice at which they will be restricted to work at while under indirect supervision;
- (3) received full, documented mentorship in the 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).

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 when the restricted member is engaged in veterinary activities;
- (2) supervise no more than one Temporary Practicing Member at one time; and
- (3) at no time supervise a Temporary Practicing Member with whom a personal relationship (e.g., family member, spouse, life partner) exists now or has existed in the past.
- (4) Submit to the SVMA a summary document outlining the Temporary Practicing Members s practice activities on a quarterly basis for council review.

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

The maximum period a temporary practicing membership can be held is twenty-four (24) months At its discretion, council may renew a temporary practicing membership for an additional twelve (12) months.

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

Requirements for Non-Practicing Memberships

A. Non-Practicing Membership

i. *Life Non-Practicing Member*

A person granted a Life Membership shall have

- (1) attained the age of 65 years,
- (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 Non-Practicing Member of the SVMA.

Council may apply any condition it deems appropriate to the license of a Life Non-Practicing Member who has requested a transfer to a Life Practicing Member membership.

ii. *Sabbatical Member*

This membership permits members to cease the practice 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.

An individual granted a Sabbatical Membership:

- (1) shall not practice 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; and
- (3) must meet the continuing education requirements as set out in the Bylaw.

iii. *Honourary Member*

An individual 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

An individual 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 any type of 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 / or successfully complete an examination, in respect of the requirements, practice standards and other matters set forth in the Act, the Bylaws and any other documents of the SVMA;
 - iv. in respect of a General Practicing 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 license. An individual may hold only one
 - (1) general or active membership in the association.

Annual Membership Maintenance Requirements

a. Fees and Practice Declaration

Except as otherwise provided in this Bylaw, on an annual basis each 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 license.

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 and the *Continuing Education Standards and Operational Policies* document, 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: and/or
- (iii) the Member being struck from the register.

Registrations and Licenses

II. Veterinary Technologists

Categories

A. Practicing Registrants:

In respect of assisting with the technical procedures involved in the practice of veterinary medicine, the following categories of registration are continued or established:

i. *Active Registrant*

An Active Registrant is an individual who is registered in accordance with the Act and Bylaws to assist with the practice of veterinary medicine without limitations, conditions or restrictions imposed by council.

ii. *Conditional Registrant*

A Conditional Registrant is an individual who is registered in accordance with the Act and Bylaws to assist with the practice of veterinary medicine with limitations, conditions or restrictions imposed by council, which include:

a. Conditional-Active Registrant

(1) is a graduate of veterinary technology from a program accredited by the CVMA or AVMA, who has passed the VTNE, and who must yet complete:

- (i) a the licensing course; and/or
- (ii) a supervisory requirement; and/or
- (iii) a continuing education requirement.

b. Provisional Registrant

(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.

c. Short Term Registrant

- (1) is registered to assist in the practice 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.

d. Student Registrant

- (1) shall be enrolled, and maintain enrollment, in a CVMA/AVMA accredited program in veterinary technology,
- (2) shall assist in the technical procedures involved in the practice of veterinary medicine only under the supervision of a General Practicing Member or an Active Registrant.

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

B. Non-Practicing Registrants:

A Non-Practicing Registrant may be issued to any person who has held registration or an equivalent status in the Association or any equivalent veterinary medical association. Registrants in this category may not assist with the technological procedures involved in the practice of veterinary medicine in Saskatchewan.

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

C. Committee Positions

Committee positions may be held only by Active Registrants.

D. Emergency Registration of Veterinary Technologists

In extraordinary circumstances where a provincial or federal governmental authority requires rapid veterinary technician assistance 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 Registration in other provinces
 - (b) registration as Non-Practicing Veterinary Technologists in good standing in the province of Saskatchewan,
- OR
- (c) verification of current registration in another province, and a letter of good standing from the appropriate regulatory authority of the province of licensure.

Extraordinary circumstances include outbreaks of foreign animal disease and other large-scale emergencies and disasters that affect animals.

The normal fees and requirements (e.g., letters of standing) for registration will be waived. Confirmation that the applicant holds active registration in good standing will be confirmed through direct communication with the regulator of the originating jurisdiction.

The term of emergency registration is limited to the time required for these extraordinary services. The practice scope for emergency registration is limited to duties on behalf of the appropriate governmental authority or organization addressing the emergency. Veterinary technologists registered under this provision will only work under the supervision of the Chief Veterinary Officer of Saskatchewan and/or Canada.

Requirements for Registration

A. Practicing Registrants

A person applying as a Practicing Registrant shall:

a. Active and Short-Term Registrants

- (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.

OR

- (3) hold an equivalent practicing registration in another Canadian province or territory.

b. Provisional Registrant

- (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.

OR

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

c. Student

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

Procedure for Application

- a. A person seeking registration 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/ or 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;
 - iv. Upon receipt of an application for registration 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. An individual may hold only one (1) active or general registration in the association.

Annual Registrant Maintenance Requirements

Except as otherwise provided in the Act and Bylaws, on an annual basis each Registrant shall, as applicable:

- a. Maintain registration in the Saskatchewan Association of Veterinary Technologists (SAVT);
- 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 Standards and Operational Policies* document, the registrar shall give the Registrant 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 Registrant 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 Registrant being struck from the register;
 - (3) a levy of penalty fees as set out in the Fee Schedule

