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**VETT 345 Small Animal Clinical Nursing**  
**CRN 81168**  
COURSE SYLLABUS: Fall 2025

**INSTRUCTOR INFORMATION**

**Instructor:** Mrs. Catrina Soto, MS., BAS., LVTg  
**Office:** VBT 100  
**Office number:** 903-886-5203  
**Office hours:** By appointment via email  
**E mail:** [catrina.soto@tamuc.edu](mailto:catrina.soto@tamuc.edu)

**COURSE INFORMATION**

Materials – Textbooks, Readings, Supplementary Readings

**Required Textbooks:**

- **Clinical Textbook for Veterinary Technicians, 10<sup>th</sup> or 11<sup>th</sup> edition**
  - Joanna M. Bassert & Dennis M. McCurnin
  - ISBN 9780323394611
- **Workbook for McCurnin's Clinical Textbook for Veterinary Technicians and Nurses 10<sup>th</sup> or 11<sup>th</sup> Edition**
  - by [John Bassert, Joanna; Tomedi](#) (Author)
  - ISBN: 978-0323765107
- **Small Animal Clinical Techniques 3<sup>rd</sup> Edition or earlier**
  - by Susan Meric Taylor DVM Diplomate ACVIM
  - ISBN-13: 978-0323680271

**Software Required:** Any Internet vehicle including Google Chrome, Firefox, etc that follows that below supported browsers. Also, lecture materials, supplemental worksheets, videos, and slides will be available which will need to be opened using Adobe PDF, Microsoft Word, and Microsoft Power Point.

**Optional Texts and/or Materials:** There will be links to images, videos, and other supplemental materials.  
*The syllabus/schedule are subject to change.*

## **COURSE DESCRIPTION**

This class is designed to be an introduction to nursing concepts and specific skills necessary for small animals. Students learn how to properly restrain cats and dogs, administer parenteral injections, take a patient history, complete medical records, conduct a physical examination, and perform clinical procedures related to primary patient care. Topics include, but not be limited to: including wound care and bandaging, diagnostic procedures for the ears and eyes, parenteral injection techniques, and administering medications. Prerequisites: Current enrollment in the second year of the professional Veterinary Biomedical Technology program.

## **STUDENT LEARNING OUTCOMES**

1. Restrain dogs and cats for examination and medical procedures.
2. Demonstrate the ability to perform intramuscular and subcutaneous injections on dogs and cats.
3. Gather subjective and objective patient information efficiently. This includes the obtaining of vital signs, use of thermometer, stethoscope, otoscope and ophthalmoscope.
4. Administer medications to dogs and cats including oral, topical and auricle.
5. Outline nursing procedures such as basic patient care and grooming, bandaging, sample collection, and administering medications and treatments.

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed**

Using the learning management system, using Microsoft Word and PowerPoint, using presentation and graphics programs, etc.

## **INSTRUCTIONAL METHODS**

This class is designed such that you may learn at a faster pace should you choose to work ahead in class.

Each week consists of reading assigned from the textbook, review exercises, reading and responding to a case study, and a quiz to evaluate your comprehension of the material.

## **STUDENT RESPONSIBILITIES & TIPS FOR SUCCESS IN THE COURSE**

Examples include: Regularly logging into the course website, approximately 2 hours of weekly study and 2 hours of participation time expected. These anticipated times are an estimation and may require more or less.

- The student will be held responsible for being familiar with all material presented in lectures, readings, and classmates' presentations.
- The student is expected to participate in all course activities and complete all examinations and course assignments on time.
- Any changes in the course schedule, such as examination dates, deadlines, etc., will be announced ahead of time via email and on the *d2L website*.
- It is the student's responsibility to be informed of these changes. It is the student's responsibility to be informed about deadlines concerning registration (e.g., last day for withdrawal).
- Communication: The instructor will communicate with students through email and D2L

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# GRADING

## • Attendance

- Students are expected to be present for all class meetings of any course for which they are enrolled.
  - 100 points
  - 2 excused absences – no deduction
  - 10 points deduction for each unexcused absence after.
- Role will be taken daily via TAMUC EAB.
- Students are responsible for requesting makeup work when they are absent.
  - They student will be permitted to make up work for absences which are considered by the faculty member to be excusable.
  - The method of making up this work shall be determined by the faculty member.
- The student is responsible for providing the faculty member reason(s) for his/her absence. The faculty member then determines the validity of the reason(s) for the absence and whether the student is to be excused for the absence.
- **Live labs: lab absences will not be available for makeup. Missing a live lab will automatically result in a zero.**

## • Assignments/ Worksheets

- **Late submissions:** Assignments will be due at a specific date and time. Any time after the due date, the homework is considered late and will receive an automatic 30% reduction in the final score and a 10% reduction each day beyond the due date.

## • Professionalism

- Students will be evaluated in two categories for professionalism: Punctuality and Attendance, and Attitude and Ethics.
- Punctuality and Attendance:
  - The student must attend class at the scheduled date and time.
  - The student must be on time to minimize any additional distractions to fellow students
  - **The student must be on time for ALL Live Labs**
- Attitude and Ethics:
  - If the student is caught cheating, this will automatically cut this category in half (and the student will receive a zero for that assignment/quiz/exam).
  - Attitude is evaluated each time the student communicates with course instructor(s).
    - Are the emails in a professional manner?
    - Are you disagreeing in a respectful way?
      - it is ok to say disagree with something, but there is a right and wrong way
    - And are you looking for resources or answers first before asking for help?
    - Is the student addressing the instructor using the correct title (ie. Dr. Mrs. Prof.)

## • Final Exam:

- The final exam will be comprehensive/cumulative and will be given in class on:
  - **Time and Location TBA**
- The final Lab Practical Exam will be comprehensive/cumulative and will be given in class on:
  - **Time and Location TBA**

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- The final exam format may include T/F, matching, multiple choice, and short answer. No smart phones/cell phones/tablets will allowed to use on the exam.

The final grade in the course will be based on your accumulated total points during the semester according to the following distribution:

|                                 |      |
|---------------------------------|------|
| Attendance and Professionalism: | 100  |
| CE assignments                  | 250  |
| Pre-Lab Quizzes:                | 130  |
| AVMA CVTEA Lab Task (pass/fail) | 500  |
| Final Exam:                     | 100  |
| Final Lab Practical:            | 100  |
| Total                           | 1160 |

Final grades in this course will be based on the following scale:

A = 90%-100%  
 B = 80%-89%  
 C = 70%-79%  
 D = 60%-69%  
 F = 59% or Below

## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

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## **Technical Support**

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

#### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **University Specific Procedures**

#### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

#### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

#### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

[Graduate Student Academic Dishonesty Form](#)

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<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

## **Students with Disabilities-- ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### **Office of Student Disability Resources and Services**

Texas A&M University-Commerce

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

## **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

## **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## **A&M-Commerce Supports Students' Mental Health**

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7

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access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

## **TAMUC PANDEMIC STATEMENT**

“A&M-Commerce requires the use of face-coverings in all instructional and research classrooms/laboratories. Exceptions may be made by faculty where warranted. Faculty have management over their classrooms. Students not using face-coverings can be required to leave class. Repetitive refusal to comply can be reported to the Office of Students' Rights and Responsibilities as a violation of the student Code of Conduct. “

“Students should not attend class when ill or after exposure to anyone with a communicable illness. Communicate such instances directly with your instructor. Faculty will work to support the student getting access to missed content or completing missed assignments.”

**The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)**