



VETT 345 Small Animal Clinical Nursing
CRN 81168
COURSE SYLLABUS: Fall 2026

INSTRUCTOR INFORMATION

Instructor: Mrs. Catrina Soto, M.S., B.S., LVTg
Office: VBT 100
Office number: 903-886-5203
Office hours: By appointment via email
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COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Required Textbooks:

- **Clinical Textbook for Veterinary Technicians, 11th edition**
 - Joanna M. Bassert & Dennis M. McCurnin
 - ISBN 9780323394611
- **Workbook for McCurnin's Clinical Textbook for Veterinary Technicians and Nurses 11th Edition**
 - by [John Bassert, Joanna; Tomedi](#) (Author)
 - ISBN: 978-0323765107
- **Small Animal Clinical Techniques 3rd 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.

The syllabus/schedule are subject to change.

Optional Texts and/or Materials: There will be links to images, videos, and other supplemental materials.

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 or Tips for Success in the Course

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*.

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- 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

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-point deduction for each unexcused absence after.
 - Tardiness: Students are required to be present at the required time of class. Tardiness will result in point deduction:
 - First warning: verbal
 - Second warning: 5 points
 - Third warning: 10 points thereafter each tardiness
 - 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:

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- 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**
 - 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
Lecture Assignments	250
Pre-Lab Quizzes:	130
AVMA CVTEA Lab Task	pass/fail
Animal Care Duty	100
Final Exam:	100
Final Lab Practical:	100
Total	1030

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

Assessments



As part of an accredited program, we are to track the students progress in the listed skills and knowledge required by AVMA. The VBMT program students are required to register with the skills tracking program Trajecsyst at the full cost based on the coordinators payment plan due to

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the students graduation date. This is a one time registration fee for the duration of the students participation of the VBMT program up to graduation.

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by East Texas A&M University 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

Zoom Video Conferencing Tool

https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

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@etamu.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.

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>

STUDENT RESPONSIBILITIES FOR COURSE

CWID and Password

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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@etamu.edu.

Technology-Related Issues

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 ETAMU campus open computer lab, etc.

TECHNOLOGY REQUIREMENTS AND SUPPORT

Minimal Technical Skills Needed

Students will need reliable computer and internet access for this course. Students must be able to effectively use myLeo email, myLeo Online D2L, and Microsoft Office.

Learning Management System (LMS) – D2L

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

- View the [Learning Management System Requirements Webpage](#).
- Learn more on the [LMS Browser Support Webpage](#).

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 on the [Brightspace Support Webpage](#).

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement

If you have any questions or are having difficulties with the course material, please contact your instructor. Correspondence will always be through university email (your “myLeo” mail) and announcements in myLeo online (D2L). You will not RECEIVE email through D2L, so be sure to check your ETAMU email for communication. Students are encouraged to check university email daily.

Include the Following in Emails with Instructor:

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- Course name and subject in the subject line
 - Salutation (Good afternoon, Dr. Jackson)
 - Proper email etiquette (no “text” emails – use proper grammar and punctuation)
 - Student name and CWID after the body of the email (possibly add to student signature on email)
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COURSE AND UNIVERSITY 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.

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 online in the [Student Guidebook](#).

Students should also consult the [Rules of Netiquette Webpage](#) for more information regarding how to interact with students in an online forum.

ETAMU Attendance

For more information about the attendance policy, please view the [Attendance Webpage](#) and the [Class Attendance Policy](#)

Academic Integrity

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

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

[Undergraduate Student Academic Dishonesty Form](#)

[Graduate Student Academic Dishonesty University Procedure 13.99.99.R0.10](#)

[Graduate Student Academic Dishonesty Form](#)

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Use of Artificial Intelligence

East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources

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

East Texas A&M University
Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@etamu.edu
Website: [Office of Student Disability Services](#)

Nondiscrimination Notice

East Texas A&M University 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 East Texas A&M University buildings only by persons who have been issued and are in

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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 ETAMU 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.

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

East Texas A&M Supports Students' Mental Health – Counseling Services

The Counseling Center at East Texas A&M University, 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

Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



As an Institutional Member of the National Association of Schools of Music, East Texas State A&M University supports the Association's commitment to student health and wellness. The following web address provides links to information for resources related to physical and mental well-being, as well as assists in offering preventative measures that students can take to avoid serious and/or chronic conditions: [Musician Health and Safety - East Texas A&M University](#)

Department and Accrediting Agency Statement:

Accreditation is the voluntary process by which educational institutions are evaluated for quality based on conformity with established standards. Accreditation serves to enhance the profession and to protect the public by identifying goals and assisting institutions in achieving those goals. The following minimum standards have been

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established by the AVMA CVTEA® for quality assessment and quality enhancement of accredited veterinary technology programs.

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