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**From:** Richards, Lucy **On Behalf Of** DLI BSD Veterinary Medicine  
**Sent:** Wednesday, July 11, 2018 9:47 AM  
**Subject:** MT Board of Veterinary Medicine - Quick Updates - July 2018

### **A Word from the Executive Officer**

As some of you may remember, I instituted a board newsletter back in 2016 and 2017. However, I have not had the time to follow through with subsequent newsletters due to the realities of how many hours are actually in day. In order to keep the information flowing without taking the time necessary to produce a full-fledged newsletter I have decided to start a "Quick Updates" e-mail. There will be no specific schedule to these e-mails and there will be no fancy formatting. Rather, the updates are intended as short blurbs to keep you informed of things that are relevant to the you, the licensees. As always, feel free to contact me at the contact information below if you have any questions.

### **Upcoming Dates of Interest and Deadlines**

- **September 3 – Annual License Renewal Opens** – renewal window opens for veterinarians and embryo transfer technicians
- **October 26 – Upcoming Board Meeting** – a final meeting agenda will be posted to website approximately two weeks prior to the scheduled meeting date. Recordings and agendas from past meetings can also be found by clicking on the "Board Information " tab and selecting "Board Events".
- **November 1 – Annual License Renewal Ends** – deadline to renew licenses for veterinarians and embryo transfer technicians

### **Board Member Position Open – Apply with Governor's Office**

The board currently has an opening for a veterinarian. The mission of the board is to protect the health, safety and well-being of Montana citizens through the regulation and oversight of veterinary medicine and the licensing of competent professionals. The board typically meets four times a year with occasional special meeting. Terms are five years. All board members are appointed by the Governor. If you are interested in applying or recommending someone, please go to the Governor's Office website at <http://svc.mt.gov/gov/boards/apply.aspx>.

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### **Recent Changes to Administrative Rules – Veterinarian Licensure and Continuing Education**

The board recently completed updates to some administrative rules pertaining to veterinarians. Those amendments went into effect on 7/7/18 and all licensees with a current e-mail address were notified. Some changes licensees should be aware of:

#### **Continuing Education Course Approval**

- The board is no longer pre-approving CE sponsors or courses for veterinarians. This means you no longer need to submit course approval forms to the board for consideration.

Instead, the responsibility is on you, the licensee to take: "...quality programs that focus on protecting the health, safety, and welfare of the public and contribute to veterinarians' professional knowledge and competence. Acceptable CE activities: (a) directly relate to the scope of practice of veterinary medicine as defined in board statutes and rules; (b) review existing concepts and techniques; (c) convey information beyond the basic professional education; (d) update knowledge on the practice and advances in veterinary medicine; and/or (e) reinforce professional conduct or ethical obligations of the licensee".

- The CE audit unit will be responsible for evaluating CE courses submitted as part of the random CE audit under this rule.
- The number of required CE hours remains 20 hours prior to renewal on November 1 of even-numbered years.

#### Application Requirements for Veterinarian Licenses

- no longer requires a photo as part of the veterinarian license application;
- no longer requires letters of reference as part of the veterinarian license application;
- official transcripts and NAVLE results can come from the source or the American Association of State Veterinary Boards (AAVSB). AAVSB, should an applicant choose to use its services, is creating a databank of documents that do not change and the board has agreed AAVSB can be an official source; and
- updates to the temporary permit rule so that it aligns with the board's statutory authority for granting temporary licenses

#### **Turnaround Time for Issuing Licenses**

Currently it takes Department of Labor and Industry licensing staff an average of four to five weeks to review and process routine license applications. Licensing staff are responsible for processing all license applications for the 33 boards under the Department of Labor and Industry, not just this board. Due to legislative constraints there are fewer staff to process applications which has increased the overall turnaround time for issuing licenses. Hundreds of applications are received every week. Myself and other department staff are working on approaches to standardize and streamline to increase efficiency within these constraints. However, that is not an overnight process.

My best recommendation for new applicants is to submit applications as early as possible. If an applicant has a job with a start date then he/she should contact our licensing staff at 406-444-5711 as soon as the application is submitted. Department staff cannot guarantee licenses by a certain date; but, staff tries to prioritize applications from people with job start dates. Applicants should [apply online](#) as it is the most efficient way to get information to the licensing staff for review and processing. Also, make sure to use the application checklists as a guide so you don't forget to submit everything that is necessary for a complete application (go the website and click on the "License Information" tab for the most current application checklists).

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#### **Make Sure Your Contact Information on File with the Board Is Current**

Make sure your contact information on file with the board is current. E-mail is the board's primary form of communication so a current e-mail helps ensure you stay up-to-date on board information.

You can update your information at any time by [logging into your online account](#). If you have trouble logging into your account you can call 406-444-6880 for assistance.

Lucy Richards

Executive Officer

Board of Funeral Service | Board of Speech-Language Pathologists & Audiologists | Board of Veterinary Medicine

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