



Shelter Medicine Externship Information Form for Participating Shelters

Organization

Name of Agency			Date Completed
Physical Address			
City	State	Zip	County
Agency Phone	Agency Fax	Website	

Externship Coordinator

Name	Title / Position
Telephone	E-Mail Address

Supervising Veterinarian

Name	Title / Position
Telephone	E-Mail Address

Organization Information

How would you characterize the organization? Please select all that apply.

- | | |
|--|---|
| Open admission / traditional shelter | Municipal agency |
| Limited admission / adoption guarantee shelter | Private nonprofit agency |
| Animal sanctuary | Private nonprofit agency with government contract |
| Spay / neuter clinic | |
| Other (please describe): _____ | |

How many animals did the organization admit (shelter) last year?

- | | |
|-----------------|---------------|
| > 20,000 | 1,000 – 4,999 |
| 10,000 – 19,999 | 500 - 999 |
| 5,000 – 9,999 | < 500 |

Externship Information

Please provide an overview of the externship including a brief a description of the externship objectives, agency, average number and type of animals cared for, description of facility, and responsibilities and experiences of the extern.

Proposed externship duration:	Is student housing provided?	Is a student stipend provided?
2 weeks	Yes	Yes, amount: \$ _____
4 weeks	No	No
Other: _____		

Please list any prerequisites for an externship at your organization.

How many veterinarians will the extern work with?

_____ Full-time	_____ Paid Staff
_____ Part-time	_____ Paid Contractor
	_____ Volunteer

Do any of these veterinarians hold specialty board certification?

No
 Yes _____

The goal of a shelter medicine externship is to provide the veterinary student with a robust training experience in shelter medicine accompanied by exposure to the critical aspects of animal sheltering. **Please fill in the attached blank calendar with a sample schedule that an extern would expect to follow at your agency.** A sample week's schedule has been provided. This is a tool only and is not considered a binding schedule.

To categorize subject areas, please reference the following list.

Shelter Medicine Minimum 40 hours of 80-hour externship
For example: Rounds, treatments, exams, forensic cases, population management, infectious disease control, preventive health care, etc.

Sheltering Operations Minimum 16 hours of 80-hour externship
For example: Cleaning and disinfection, animal control officer ride-alongs, working at the shelter intake area or in adoptions, etc.

Shelter Animal Surgery Up to 24 hours of 80-hour externship
For example: Shelter animal spay/neuter and other surgical procedures. Time can exceed 24 hours if other minimum requirements are met.

Community Medicine & Surgery Up to 8 hours of 80-hour externship
For example: Public-owned animal spay/neuter, vaccinations, wellness, etc. Time can exceed 24 hours if other minimum requirements are met.

Shelter Animal Behavior Optional
For example: Wellness and environmental enrichment, behavior assessment, behavior modification.

Please submit the completed forms and any additional documentation to:

Maddie's® Shelter Medicine Program
 University of Florida
 College of Veterinary Medicine
 2015 SW 16th Avenue 100126
 Gainesville, FL 32610
 sheltermedicine@vetmed.ufl.edu



Agency: _____

Sample Schedule: Externship Week One

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
7:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	7:00
8:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	8:00
9:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	9:00
10:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	10:00
11:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	11:00
12:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	12:00
1:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	1:00
2:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	2:00
3:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	3:00
4:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	4:00
5:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	5:00
6:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	6:00
Total Daily Hours	Supervision	Supervision	Supervision	Supervision	Supervision	Supervision	Supervision
	Veterinarian	Veterinarian	Veterinarian	Veterinarian	Veterinarian	Veterinarian	Veterinarian
	Medical Staff	Medical Staff	Medical Staff	Medical Staff	Medical Staff	Medical Staff	Medical Staff
	Other Staff	Other Staff	Other Staff	Other Staff	Other Staff	Other Staff	Other Staff
	Subject Area	Subject Area	Subject Area	Subject Area	Subject Area	Subject Area	Subject Area
	Medicine	Medicine	Medicine	Medicine	Medicine	Medicine	Medicine
	Sheltering	Sheltering	Sheltering	Sheltering	Sheltering	Sheltering	Sheltering
	Shelter Surgery	Shelter Surgery	Shelter Surgery	Shelter Surgery	Shelter Surgery	Shelter Surgery	Shelter Surgery
	Community	Community	Community	Community	Community	Community	Community
	Behavior	Behavior	Behavior	Behavior	Behavior	Behavior	Behavior
Other	Other	Other	Other	Other	Other	Other	
							Total Week 1 Hours

Agency: _____
Sample Schedule: Externship Week Two

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday					
7:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	7:00				
8:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	8:00				
9:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	9:00				
10:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	10:00				
11:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	11:00				
12:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	12:00				
1:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	1:00				
2:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	2:00				
3:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	3:00				
4:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	4:00				
5:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	5:00				
6:00	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	<i>Supervisor:</i>	6:00				
Total Daily Hours	Supervision		Supervision		Supervision		Supervision		Supervision		Supervision
		Veterinarian		Veterinarian		Veterinarian		Veterinarian		Veterinarian	
		Medical Staff		Medical Staff		Medical Staff		Medical Staff		Medical Staff	
		Other Staff		Other Staff		Other Staff		Other Staff		Other Staff	
	Subject Area		Subject Area		Subject Area		Subject Area		Subject Area		Subject
		Medicine		Medicine		Medicine		Medicine		Medicine	
		Sheltering		Sheltering		Sheltering		Sheltering		Sheltering	
		Shelter Surgery		Shelter Surgery		Shelter Surgery		Shelter Surgery		Shelter Surgery	
		Community		Community		Community		Community		Community	
		Behavior		Behavior		Behavior		Behavior		Behavior	
	Other		Other		Other		Other		Other		
											Total Week 2 Hours