

# DVM-New Graduate Member Guide

This guide is intended to help those graduating from an AVMA or CVMA accredited DVM program to apply to the MVMA for registration and licensure.

## How to apply

To apply to the MVMA for registration and licensure, an applicant must apply using the current registration application form and submit all required documents. Current registration information can be located on the MVMA website [here](#).

### Frequently asked questions when completing the application:

#### **Registration Pathway - Which membership type should I apply for?**

New graduates of CVMA/AVMA accredited programs should apply under:

- 1) Route 2- Certificate of Qualification (choose this route if you have successfully completed the NAVLE) ; or,
- 2) Route 7- CVMA/AVMA Accredited Graduate without NAVLE (choose this route if you have **NOT** successfully completed the NAVLE)

#### **Qualification - Which qualification are you applying under?**

If you graduated after 1986, indicate that you are applying under a Certificate of Qualification. The MVMA will wait to fully process your application until the Certificate of Qualification has been issued.

#### **Practice in Other Jurisdictions - Am I required to report student registrations that I had in other jurisdictions?**

Yes, applicants are required to provide information and accompanying letters of standing from each jurisdiction in which they have been registered to practice either as a student member or as a fully licensed member. Please note that letters of standing are required to be sent directly by the issuing institution. Should you have any questions or concerns please contact the MVMA office.

#### **Professional Liability Insurance**

If you already carry private professional liability insurance or you have already arranged for employment upon graduation, please provide the policy carrier, policy number, and expiry date of the professional liability insurance that you will be covered under. If you have not yet secured employment or if you're not currently covered by a professional liability insurance policy, please note that we are able to issue you registration and licensure if you agree to undertake to provide your professional liability insurance information within 60 days of being granted a license.

**Good Character and Repute - What happens if I answer in the affirmative to any of the questions located in this section?**

If you answer in the affirmative (yes) to any of the questions located in this section please upload all relevant information regarding the affirmative disclosure(s). Should you have any questions or concerns please contact the MVMA office.

**Continuing Education - What Continuing Education information do I need to provide?**

Under the [MVMA Veterinarian CE Policy](#), new graduates are not required to complete any Continuing Education in the first CE cycle following graduation. All applicants are required to make a declaration as to the number of CE credit hours they have accumulated in this section even though the declaration made by the applicant will not affect their CE obligations on an ongoing basis.

**What is a Diplomate?**

A Diplomate has taken additional training and has been board certified in a specialty by the [ABVS](#).

**Fees**

The applicant must pay an application fee. This fee is the equivalent of one month of registration and licensure with the MVMA. If your application is successful, this fee will be applied to your membership fee.

**Documents that you're required to submit with your application:**

- A copy of your government-issued photo ID (drivers licence or passport). Applicants must submit this with their application.
- If applicable, a letter of standing sent directly from the issuing jurisdiction(s).
- A copy of your diploma (see the timeline below for accepted placeholder alternatives).
- Proof of entitlement to work in Canada (Canadian Passport/Canadian Citizenship Card/Canadian Permanent Resident Card/ Canadian Work Permit/Canadian Birth Certificate)
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**Seminar and Examination**

Within 90 days of obtaining registration with the MVMA, you will be required to complete the Seminar and Examination. This program is meant to help orient you to practice in Manitoba, including learning about:

- the MVMA and MVMA by-laws
- Manitoba specific government programs
- the Peer Review Process
- the Manitoba Veterinary Technologists Association

You will receive more information upon receiving registration with the MVMA.

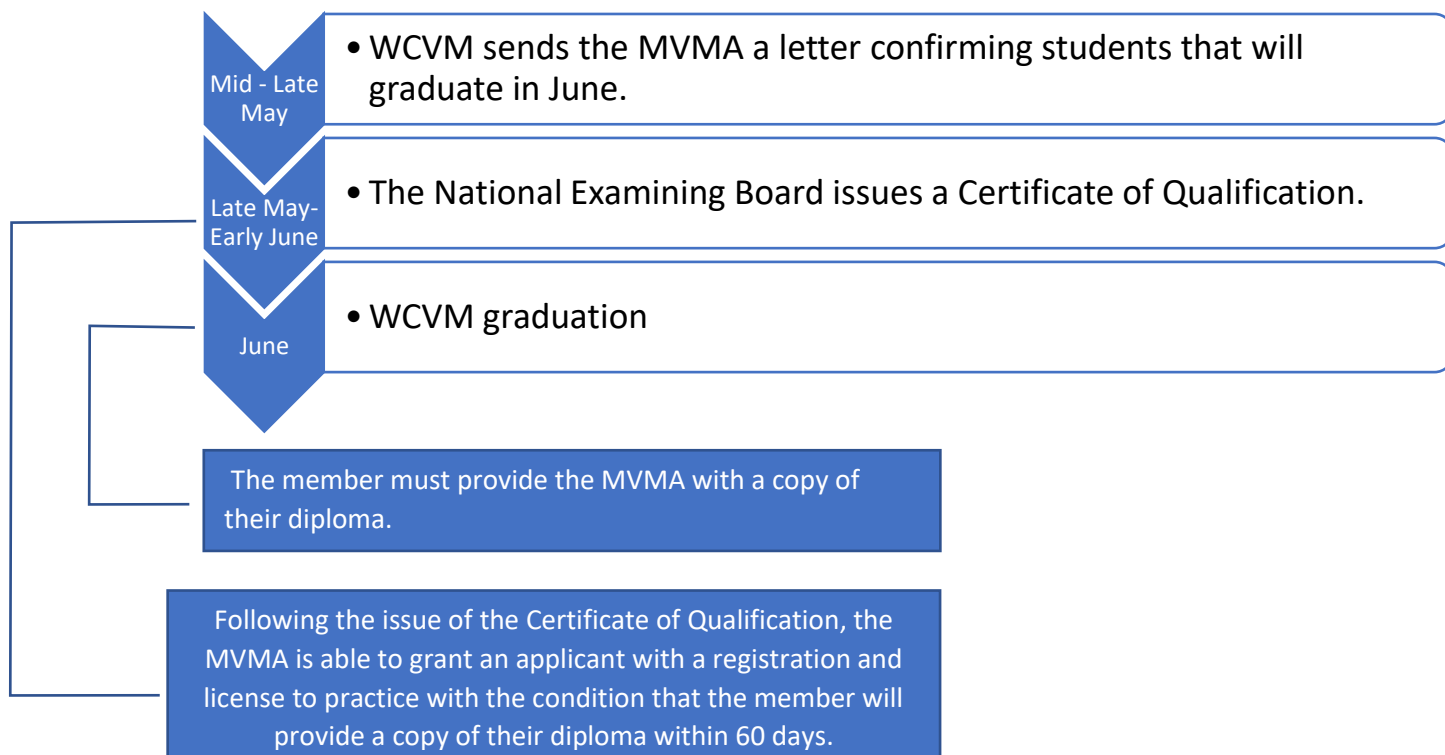
### **Annual General Meeting**

New registrants are required to attend the Annual General Meeting. This meeting is normally held on a Friday evening in January.

### **Timing**

The MVMA requires that your application be dated within six months of your registration and license being issued. The MVMA suggests that the DVM new graduate applicants submit their application between April and May of their year of graduation to ensure expedited registration and licensure.

## Timeline



## The Gap: What can you do while you are waiting to get your registration and license?

Student memberships expire one month after the student graduates from the AVMA or CVMA accredited DVM program. Prior to obtaining registration and licensure with the MVMA, student members are able to continue practicing under their student membership.

Please note that each time a Student Veterinarian Member works, volunteers or otherwise provides veterinary service through an MVMA PIPS Inspected Practice (this includes veterinary clinics, hospitals, and ambulatory practices), the student must complete a [Veterinarian Student Practice Experience Notification Form](#).

### **Student veterinarian members can:**

- In their final year of study, a student veterinarian member can practice under the *direct supervision* or *indirect supervision* of a veterinarian licensed in Manitoba.

“*Direct supervision*” means the direction by a licensed member of another individual who is performing a veterinary medical procedure, where the licensed member is on the premises at which the procedure is being performed;

“*Indirect supervision*” means the direction by a licensed member of another individual who is performing a veterinary medical procedure, where the licensed member need not be on the premises at which the procedure is being performed but must be at least available to receive and respond to any communications from that individual in a manner and with timeliness that are reasonable given the nature and the circumstances of the procedure;

### **Student members can NOT:**

- Establish a VCPR with a client. Please note that only a practicing veterinarian member can establish a VCPR with a client.
- Prescribe prescription drugs. Please note that a practicing veterinarian member will need to prescribe any drugs to a client.
- Open a PIPS inspected clinic. Please note that student members are not eligible to open a clinic.
- Become a shareholder in a Veterinary Corporation. Please note that only licensed veterinarian members are entitled to hold shares in a Veterinary Corporation.

### Questions?

Please feel free to contact the MVMA at [mvmainfo@mvma.ca](mailto:mvmainfo@mvma.ca).