

ECPHM Reference Letter for Re-evaluation of Non-EBVS-recognised Specialist

GENERAL GUIDANCE

Re-evaluation of a non-EBVS-recognised specialist (Advisor, Co-supervisor) shall be supported by two (2) letters of reference from Diplomates of the ECPHM or other EBVS-recognised colleges.

Who is eligible to support the re-evaluation of an Advisors / a Co-supervisor as a referee?

It is not allowed that the referee is a relative or partner (business or social) of the applicant. A referee should be an EBVS-recognised Diplomat from the same country or of the same speciality. If there are no professionally qualified persons in the applicant's country or speciality, specialists in other disciplines or a senior colleague (e.g. Head of Department, Dean) may act as a referee. Only one academic colleague at the same institute may provide a letter of reference.

How long does a referee need to know the applicant?

A referee must normally have known the applicant for the five-year period prior to application for re-evaluation. A professional and not a personal reference is required.

How to fill-out this template?

Page 2:

- You may insert a business image (logo) by clicking on the icon in the upper left corner
- Add your full name & contact details on the upper right corner (you may slightly edit the text within the file OR copy & paste any formatted text)
- Add the applicants name
- Check boxes as appropriate

Page 3:

- You may add any other comments if desired
- Add your name & the date
- Add your electronic signature (alternatively: print, sign and scan the document)
 - Please follow instruction after clicking on the respective box
 - Activate the checkbox for locking the document after signing (no changes possible after saving)
 - In any case do not edit the document after signing or repeat the signing process, as the system will alert on any changes on the document done post signing

How and when to submit?

- Send the signed document via E-Mail to the chair of the Credentials Committee (credentials@ecphm.org) and the Secretary (secretary@ecphm.org)
- Submission deadline for Advisors and Co-supervisors **within Standard Residency Programmes** is **1st of March of the year of re-evaluation**.
- Submission for Advisor / Co-supervisor **within Alternative Residency Programmes** is only necessary in case the Residency, the respective specialist was approved for, continues for over 5 years or if such specialist will advise / co-supervise within a new Alternative Programme. Consider the **specific date** of approval or submission of the Alternative Programme for timelines.
- Name the applicant you are supporting with your letter as subject of the E-Mail in order to support the assignment

Insert business image (logo) here:

*Please add your full name & contact details:
(You may copy & paste formatted text)*

Subject: Letter of reference for re-evaluation of non-EBVS-recognised specialist

Name of the applicant for re-evaluation as non-EBVS-recognised specialist (in capital letters)

I know the applicant

- personally
- by reputation

Confirm the criteria by which, in your opinion, the applicant is maintaining their equality to an EBVS-recognised specialist status. The applicant:

- is assumed being practising (through practice, teaching and research) their speciality for at least 60% of their time (24 hours per week), for the last 5 years,
- demonstrated satisfactory moral and ethical standing in the profession,
- practised their specialty in a scientific, evidence-based veterinary medicine, which complies with animal welfare legislation,
- promoted continuous improvement in the quality and standard of specialist practice, and
- communicated actively and effectively with the public and with professional colleagues.

Add any other comment:

I signify below my support for this non-EBVS-recognised specialist.

Your name

Date

Signature