



State of Wisconsin

Veterinary Examining Board

2811 Agriculture Drive • PO Box 8911 • Madison, WI 53708-8911 • Wisconsin.gov

Guidance Document VEB-GD-012

Training CVTs

Wis. Stat. § 89.06 (3)

Wis. Admin. Code § VE 1.44

10/25/25

Topic

This guidance document clarifies what must be done when an unlicensed assistant/student is training to become a certified veterinary technician (CVT), either by the on the job training route or thru obtaining degree in animal technology, in order for the unlicensed assistant/student to gain experience performing veterinary medical services that cannot be delegated to an unlicensed assistant.

Relevant Statutes and Administrative Code

Wisconsin Stat. § 89.06 (3) allows a veterinary technician certification to be issued to a person at least 18 years of age who has either:

- (a) Successfully completed a 4-semester course of study in animal technology or its equivalent, at a technical school or college approved by the examining board, and has passed an examination, administered by the examining board, which establishes that the applicant's knowledge of animals and their treatment is sufficient to qualify the applicant as a veterinary technician; or
- (b) Been an employee of a veterinarian for a total of 2 years and has passed an examination, administered by the examining board, which establishes that the applicant's knowledge of animals and their treatment is sufficient to qualify the applicant as a veterinary technician. The 2-year employment requirement of this paragraph shall include at least 50 percent of the applicant's time spent in practical field experience and the remainder of the applicant's time spent in laboratory work, office procedure, and technical veterinary training with a veterinarian.

Wisconsin Admin. Code § VE 1.44 (1) (d) to (g) requires that, in delegating the provision of veterinary medical acts to CVTs and others, the veterinarian shall:

- (d) Observe and monitor the activities of those supervised on a daily basis.
- (e) Evaluate the effectiveness of delegated acts performed under supervision on a daily basis.
- (f) Establish and maintain a daily log of each delegated patient service which has been provided off the premises of the supervising veterinarian.
- (g) Notify the client that some services may be provided by a veterinary student, CVT or an unlicensed assistant.

Wisconsin Admin. Code § VE 1.44 (4) to (6) allow veterinarians to delegate to CVTs the provision of specified veterinary medical services, under the supervision of the veterinarian.

Wisconsin Admin. Code § VE 1.44 (7) and (8) allow veterinarians to delegate to unlicensed assistants specified veterinary medical services, under the supervision of the veterinarian.

Board Position

Wisconsin Stat. § 89.06 (3) (b) allows an individual to become a CVT through on-the-job training. Wisconsin Admin. Code § VE 1.44 establishes what veterinary medical services may be delegated to CVTs and what services may be delegated to unlicensed assistants. There are no provisions for medical services that are reserved for delegation to CVTs to be delegated to unlicensed assistance, or veterinary technician students, except in emergency situations.

A student studying animal technology is not provided specific definition under the rules and is therefore an unlicensed assistant.

An unlicensed assistant may not independently perform any service under Wis. Admin. Code § VE 1.44 (4) to (6). The unlicensed assistant may only perform medical services listed under Wis. Admin. Code § VE 1.44 (4) to (6) while training and under the direct supervision of the veterinarian, or a CVT who the veterinarian has delegated the service to. Direct supervision for this purpose means that the veterinarian or CVT is in the room and fully able to observe the procedure and assist as needed; the veterinarian or CVT may not be engaged in other activities that interfere with observing and assisting.

The Board considers best practice to be for the veterinarian, or the veterinary clinic, to have a written training plan that outlines the training that the unlicensed assistant will receive during the two-year training process and maintain documentation of when training commenced. By following these best practices, there will be clear records and practices that can be relied on to demonstrate that an unlicensed assistant is in training.

Students enrolled in a 4-semester course of study in animal technology, at a technical school or college approved by the Board, may perform veterinary medical services under the direct supervision of their instructors or veterinarians under the approved curriculum of the school. If a student enrolled in a technical school or college program to become a CVT practices on privately owned animals, in any capacity, the supervising veterinarian must follow the requirements regarding supervision of a trainee when delegating veterinary medical services to be performed on privately owned animals.

The supervising veterinarian shall do all of the following when delegating veterinary medical services to a trainee/student:

1. Ensure that direct supervision is provided for all services under Wis. Admin. Code § VE 1.44 (4) to (6) that are delegated to the trainee. Direct supervision for this purpose means that the veterinarian or CVT is in the room and fully able to observe the procedure and assist as needed; the veterinarian or CVT may not be engaged in other activities that interfere with observing and assisting.
2. Observe and monitor the activities of the trainee/student on a daily basis.
3. Evaluate the effectiveness of acts performed under training on a daily basis.
4. Establish and maintain a daily log of each delegated patient service provided off the premises of the supervising veterinarian under Wis. Admin. Code § VE 1.44 (4) to (8) completed by the trainee/student.
5. Notify the client that some services may be performed by an unlicensed assistant/student in training to become a CVT.