

United States
Department of
Agriculture

Animal and Plant
Health Inspection
Service

Veterinary
Services

Professional
Development
Staff

TRAINING COURSES

PROVIDED BY THE

**PROFESSIONAL
DEVELOPMENT
STAFF**

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NOMINATION/APPLICATION PROCEDURES

(PROCEDURES PERTAIN TO ONLY THOSE COURSES THAT REQUIRE NOMINATIONS. CHECK COURSE DESCRIPTION TO DETERMINE ELIGIBILITY.)

For employees of the Eastern Region, Western Region, NAHPP, ODA, MSS, NCAHEM, CVB, NVSL, FADDL and CEAH:

1. Log-in to AgLearn at www.aglearn.usda.gov.
2. Click on Catalog. The page that appears is the Browse Subject page of the Catalog.
3. You will find your course in one of the Subject Areas listed in the left hand column. The course will be listed in the right hand column. In the box containing the course description, you will see a button that reads "Register." Click on this button.
4. You will be taken to a screen that tells you this course requires approval. Click on "Yes" to proceed.
5. The next page you are taken to is your Registration Page. In the table, two levels of approvers are listed. Level 1 is your Supervisor, and Level 2 is your Training Coordinator. If you click on "Show All," the name of your Supervisor and Training Coordinator should appear. If the Supervisor does not appear, you have not successfully listed your supervisor in your Profile, and will need to update your Profile. There is a tutorial on how to do this if you click on the "Help" link in the upper right hand of the screen.
6. Once you have made certain both your Supervisor and Training Coordinator have been selected, please click on "Confirm." The approval process will begin automatically. You will be taken to a summary of your registration. **Please note, the status of your registration will say "Pending." This means that you are not in the class until you have been approved by both levels of approvers.**
7. You will receive an email from AgLearn alerting you that you have submitted your registration for approval. At the same time, your supervisor will receive an email alerting him or her to your request for registration, and instructing him or her to log-in to AgLearn to review and approve your request.
8. When your supervisor approves your registration, you will receive an email alerting you that your request has moved up to the Training Coordinator. The Training Coordinator will then receive an email from AgLearn similar to the one your supervisor received.
9. When the Training Coordinator approves your request, you and your supervisor will be notified by AgLearn that you are registered for the course. The Professional Development Staff course facilitator will also be notified that you have registered.

Special Note:

If you have not received an email, from AgLearn, in a timely manner alerting you that your supervisor has approved your training, you must personally follow up on your request with your supervisor. AgLearn will not remind him or her again.

First priority is given to those individual(s) who are in absolute need of the training. More than one person may be placed in priority one status. The Regional Training Coordinators are:

Mary Fraser – CEAH

Mary.E.Fraser@aphis.usda.gov

(970) 494-7166

LaShaun Nelson – EM

LaShaun.F.Nelson@aphis.usda.gov

(301) 734-8073

Eileen Cramer – MSS & ODA

Eileen.B.Cramer@aphis.usda.gov

(301) 734-3826

Dan Grause – NVSL

Daniel.J.Grause@aphis.usda.gov

(515) 663-7300

Richard Snyder – Western Region

Richard.W.Snyder@aphis.usda.gov

(970) 494-7382

All training-related correspondence (select, non-select, cancellation, etc.) will be sent directly to the participants by email with copies to the VSMT, Training Coordinators, and supervisors. Hard copies will no longer be issued. Requests for exceptions may be made to the VS Training Coordinators.

Questions regarding nomination procedures may be directed to Alan Huddleston at Alan.R.Huddleston@aphis.usda.gov or Leon White at Leon.White@aphs.usda.gov.

Our mailing address and phone number are as follows:

USDA, APHIS, VS, PDS
4700 River Road, Unit 27
Riverdale, MD 20737
(301) 734-5750

COURSE DESCRIPTION

Each course description gives the course title, dates, purpose, and in some cases, objectives, eligibility, location, and contact person.

The course dates do not include travel dates. Travel dates are normally the day before the start of the course and the afternoon and evening of, or the day after, the end of the course.

CANCELLATION AND SUBSTITUTION POLICY

Based on each particular course, it is important that PDS be notified as soon as possible in the case of a substitution and/or withdrawal of a course participant(s). We will accept substitutions and cancellations up to 1 week before the start of the course. Any changes in the status of nominees or course logistics will be communicated immediately through the Training Coordinators.

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United States
Department of
Agriculture

VETERINARY SERVICES MEMORANDUM NO. 548.4

Animal and
Plant Health
Inspection
Service

SUBJECT: Veterinary Services' (VS) Distance Learning (DL) Policy

Veterinary
Services

TO: VS Management Team (VSMT)
Directors, VS

Washington, DC
20250

I. PURPOSE

Implementing the President's Management Agenda is a U.S. Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), mission priority. The President's Management Agenda includes expansion of electronic Government (eGovernment) to simplify and unify government-wide operations, including education. To support the Presidential eGovernment initiative for "etraining," VS is establishing a policy, through this memorandum, to endorse the application and use of various DL technologies for continuing education purposes. This policy includes maximizing the use of the Agriculture Learning (AgLearn) Service for administering and taking online courses. AgLearn is USDA's Department-wide system for managing training records and training activity, including online courses.

This memorandum provides a standard set of guidelines for VS' DL policy. These guidelines will ensure that VS' position on DL is consistent with both APHIS' and VS' missions, which recognize that continual learning and balancing professional, personal, and community responsibilities are critical to success.

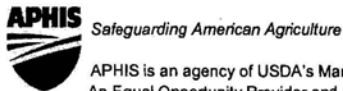
II. GENERAL

VS employees should be given adequate or appropriate opportunities to participate in continuing education programs, as well as to complete legislatively mandated courses, such as the USDA-sponsored Incident Command System 100 and 200 online courses. Through DL, VS employees can view and participate in lectures and online courses from various remote locations specifically set up to accommodate them (e.g., satellite seminars or videoconferences broadcast in training rooms or conference rooms). Accommodations can also be made on an individual basis (e.g., using work or personal computers to view CD-ROMs or net conferences).

III. GUIDELINES

A. Definitions

1. Distance Learning



APHIS is an agency of USDA's Marketing and Regulatory Programs
An Equal Opportunity Provider and Employer

Federal Relay Service
(Voice/TTY/ASCII/Spanish)
1-800-877-8339

DL allows VS employees to engage in learning opportunities from remote, non-central locations, such as their work site, thereby reducing or eliminating employee travel and time away from work, home, and family. DL includes correspondence courses, courses delivered by CD-ROM, and courses that are technology-dependent (e.g., Internet, intranet, audio- or video-conferencing, and web-based [online] courses). For the purposes of this policy, DL refers exclusively to distance learning events that are applicable and relevant to an employee's job function or career development path and that are consistent with VS' mission.

2. Mandatory Training

For the purposes of this Memorandum, mandatory training refers to learning events that employees are required to complete in compliance with USDA or APHIS policy or other legally enforceable requirement.

Mandatory training falls into two broad categories: non-technical or technical. Non-technical training is typically general in nature and not job specific. Examples of non-technical training include: civil rights training (a USDA policy); supervisory training (an Office of Personnel Management policy); and ethics training (a Federal policy). Technical training typically relates to specific employee job knowledge and/or skills. Examples of technical training include: Basic Epidemiology Training (a VS National Animal Health Policy and Programs requirement); and Export Certification Training (a VS National Center for Import and Export (NCIE) requirement).

B. Eligibility Requirements

All VS employees, full and part time, are eligible to participate in DL events commensurate with their job function, certification requirements, legislative mandates, and learning contracts or equivalent. Accordingly, they should be provided reasonable opportunity to engage in DL events on the job, to the extent that participation in such events is practical, feasible, and consistent with mission priorities. When possible, employee participation in DL events should be permitted during regular work hours, particularly if the DL event is: (1) mandated by legislation through USDA, APHIS, or VS; (2) required to fulfill job qualification requirements (e.g., certification or re-certification of particular skills); and/or (3) authorized by the employee's supervisor.

IV. RESPONSIBILITIES AND AUTHORITIES

VS managers and supervisors should ensure fair and equitable enforcement of VS DL policy.

A. VSMT

The VSMT establishes and enforces VS policy regarding the application and use of DL.

B. Supervisors

VS supervisors should provide their employees with reasonable access to DL education opportunities that support VS' mission to safeguard animal health and promote continuing education. In addition, supervisors should ensure that employees complete mandatory training as required. As previously noted, mandatory training can be non-technical or technical. As a general rule, non-technical training (e.g., civil rights training; supervisory training; ethics training) requires about 1-2 hours on average to complete. Due the nature of technical training, estimated time allowances vary widely, ranging from a few hours to 40 hours or more. As an example, the Basic Epidemiology Training Course requires at least 40 hours to complete, whereas the NCIE Export Certification courses require 6-10 hours to complete. For this reason, supervisors should pay close attention to the estimated time durations that are usually provided with training announcements.

Supervisors should be flexible when determining whether employees should be allowed to participate in DL events during regular work hours. In instances where the DL event is mandated by VS or higher authority, employees should be allowed to participate, with due compensation for the time spent in training in accordance with APHIS guidelines, as applicable.

C. Employees

VS employees are encouraged to seek opportunities for continuing their education through reasonable and achievable means and to notify their supervisor when such opportunities arise. With respect to DL, employees may be required to provide periodic reports of progress, as well as documentation certifying successful completion. In all cases, employees are expected to put forth their best effort to derive the maximum benefit from their DL experiences.

D. Information Technology Support (ITS) Services

Various ITS resources are available to provide technical support to VS employees in the application and use of computer-based, telecommunications, and other DL delivery technologies. Among these resources are the VS ITS group, which operates under the VS Chief Information Officer. VS employees should contact their local VS ITS customer service representative, when necessary, for support in such areas as IT security, user account and access control (e.g., eAuthentication), equipment troubleshooting, etc. Additional ITS resources are available, including the AgLearn online help desk, the APHIS

Technical Assistance Center, and telecommunications host organizations (e.g., net conferencing support).

E. Professional Development Staff (PDS)

PDS provides training and system administration support to VS employees engaging in DL events, including training taken on AgLearn. As part of its mission, PDS also establishes, promotes, and implements DL events in accordance with VS policy and other legislative mandates.

V. RELATED DL WEBSITES

The following websites provide additional information on the requirements, application, and use of DL within VS:

- A. AgLearn Learning Management System: <http://www.aglearn.usda.gov/>.
- B. APHIS Mandatory Non-Technical Training: Go to http://www.aphis.usda.gov/mrpbs/non_technical_training.html and click on the Mandatory Non-Technical Training for APHIS Employees link.
- C. VS Training: <http://www.aphis.usda.gov/vs/training/>.

VI. POLICY DEVIATIONS AND EXCEPTIONS













The intent of this policy is to encourage and support the application and use of DL as a viable means of facilitating continuing education efforts of VS employees. It is important to recognize, however, that deviations and exceptions to this policy will be necessary from time to time for various reasons, including mission priority, schedule conflicts, staff shortages, equipment difficulties, and access issues. Any employee who is interested in DL but cannot participate for any reason should notify his/her supervisor. If possible, supervisors are encouraged in such instances to employ alternative methods for achieving VS' mission and commitment to continuing education. Supervisors should also notify VS PDS, who will raise these issues with the VSMT for resolution. In general, inquiries, suggestions, or concerns regarding VS DL policy or the application and use of DL in general or in specific instances should be directed to VS PDS.











John R. Clifford
Deputy Administrator
Veterinary Services

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Veterinary Services Careers Program (VSCP)

Location	Multiple sites and dates. Please see below for details of curriculum.			
Program and Curriculum Description	Veterinary Services Careers Program (VSCP) training provides in-depth orientation and training opportunities to enable new VS employees to smoothly transition to Federal service, accelerate their productivity, and have productive careers in APHIS. The training program curriculum consists of a combination of instructor-led courses and distance learning courses, and participants have 2 years to complete the curriculum requirements. Instructor-led courses are held at various sites throughout the United States. Distance learning courses are self-paced instruction units that are available on the USDA's web-based AgLearn Learning Management System (http://www.aglearn.usda.gov/) or, if necessary, on CD-ROM and/or DVD.			
<u>Course Title</u>	<u>Delivery Method</u>	<u>Training Site</u>	<u>Training Dates*</u>	<u>Learning Track(s)</u>
1. VSCP: Orientation, Part A		N/A	Must be completed prior to attending Orientation, Part B	I & II
2. VSCP: Orientation, Part B (1)		Riverdale, MD	October 28-30, 2008	I & II
3. VSCP: Basic Epidemiology for AHTs	 + 	Ft. Collins, CO	March 31 – April 3, 2009	II
4. VSCP: Orientation, Part B (2) (ONLY for persons neither accepted for Fall Orientation nor hired by September 30, 2008 – Please contact Amy Kokesh)		Riverdale, MD	April 14-16, 2009	I & II
5. VSCP: Communication & Managing Up		Raleigh, NC	May 12-14, 2009	I & II
6. VSCP: Animal Health 101		Ft. Collins, CO	June 17-18, 2009	I
7. VSCP: Basic Epidemiology for VMOs	 + 	Ft. Collins, CO	July 27-31, 2009 Pre-course prep materials are assigned.	II
8. Program Diseases		N/A	N/A	I & II
9. Foreign Animal Disease (FAD) Awareness		N/A	N/A	I & II
10. Introduction to Biosecurity		N/A	N/A	I & II

11. Cleaning and Disinfection Guideline		N/A	N/A	I & II
12. Disposal Guideline		N/A	N/A	I & II
13. Personal Protective Equipment		N/A	N/A	I & II
14. Export Certification of Animal Products I		N/A	N/A	I & II
15. VSCP: Leadership Development for VSCP Graduates	 + 	Kansas City, MO	July 14-16, 2009	I & II
Legend				
Distance Learning Course (AgLearn and CD-ROM or DVD)  Instructor-led Course 				
* Training Dates	All training dates listed are actual course dates, and do not include travel days.			
Purpose	The Veterinary Services Careers Program (VSCP) is designed to meet the need for highly skilled, forward-looking, well-trained veterinarians, and animal health personnel, as well as professional, administrative, and support staff who are ready to meet the challenges of promoting the health and welfare of America's animals. See Course Descriptions for detailed course information.			
Target Audience	<ul style="list-style-type: none"> • VMOs and AHTs hired through the VSCP National Recruitment Program (referred to as VSCP Recruits). VSCP Recruits will have the VSCP Curriculum automatically added to their AgLearn account. • VS employees with no more than 2 years experience with VS and who meet nomination requirements. (See Nominations below) (referred to as VSCP Equivalents) <p>For information on the VSCP National Recruitment Program, go to http://www.aphis.usda.gov/lpa/pubs/pub_vscareers.html or contact Ms. Eileen Cramer at (301) 734-3826.</p>			
Cost	VSCP Recruits: travel and miscellaneous expenses for all VSCP courses, as well as additional approved training/development activities, are covered by the Professional Development Staff (PDS). VSCP Equivalents: only travel expenses for all VSCP courses are covered by PDS.			
Contact	Amy Kokesh, VS/PDS, (919) 855-7174; amy.c.kokesh@aphis.usda.gov			
Nominations	To be accepted into the VSCP training program, standard nomination/application procedures through AgLearn are required. You will not be officially accepted/enrolled until you receive an official selection notification from the VSCP Training Coordinator, Amy Kokesh . Please note that "accepted" in this case means that applicants: <ol style="list-style-type: none"> 1) are assigned the appropriate VSCP curriculum in their AgLearn account, based on the learning track (Track I or II) correlating with their employment status and job function; 2) are provided professional counseling services for career development (e.g., individual development plan, career coaching, etc.); 3) and, are given priority for attendance at instructor-led courses. 			

	<p>Participants accepted for VSCP training must complete all training courses as assigned within 2 years of the commencement of their VSCP curriculum cycle to receive full credit for completing VSCP training. Please note that formal nomination is not required to take distance learning courses on AgLearn. However, you must have a USDA eAuthentication account to access AgLearn.</p> <p>For additional information relating to VSCP courses, please go to: http://www.aphis.usda.gov/animal_health/prof_development/vscp.shtml</p>
<p>Nomination Deadlines</p>	<p>To commence FY2009 VSCP with VSCP: Orientation, Part B (1), October 28-30, 2008 the deadline for applying/registering through AgLearn is August 31, 2008. The registration button on AgLearn will be deactivated on this date.</p> <p>To commence FY2009 VSCP with VSCP: Orientation, Part B (2), April 28-30, 2009 the deadline for applying/registering through AgLearn is February 28, 2009. The registration button on AgLearn will be deactivated on this date.</p>

Veterinary Services Careers Program (VSCP)

Curriculum & Course Descriptions

1. **Learning Tracks**

With respect to the VSCP, Tracks I and II refer to the two paths of learning, or tracks, that nominees are assigned under VSCP. The learning tracks define the specific courses one must complete to receive full credit for completing VSCP, and are based on job functions within VS.

Track I - employees in administrative and support positions.

Track II - VMOs, AHTs and all other technical/scientific positions.

2. **Instructor-led Courses**

The following classroom-based courses are part of the VSCP core curriculum and are mandatory for a participant to receive full credit for completing the VSCP.

a. ***Orientation, Part B (1)*** **Riverdale, MD** **October 28-30, 2008**
(Tracks I & II)

In this course participants apply the knowledge they gained through the Orientation, Part A, in a series of interactive activities surrounding the VS strategic goals. The course is designed to provide an overview of APHIS, VS through an introduction of the organizational structure of the USDA, APHIS & VS. Presentations and discussions include, but are not limited to, the mission and strategic goals of APHIS, VS, the roles of field and headquarters personnel, employee benefits, and resources available to maximize the participants' developmental opportunities. Participants also have the opportunity to meet and engage in discussions with various members of APHIS and VS management, and thereby gain further insight into the inner-workings of VS and its affiliated units.

b. ***Basic Epidemiology for AHTs*** **Ft. Collins, CO** **March 31 – April 3, 2009**
(Track II)

This course is specifically designed for animal health technicians (AHTs) or equivalents to ensure that newly hired AHTs possess the skill set necessary to assist VMOs in conducting epidemiological investigations and analyses of animal disease outbreaks, including tracking and reporting levels of certain endemic animal diseases, including those with public health and food safety implications. This course uses a problem-based approach to teach and reinforce the fundamentals of epidemiology; computer-based exercises reinforce theory, methodology and analytical skills necessary to conduct or assist with epidemiological investigations of animal diseases. Course participants are also introduced to the Centers for Epidemiology and Animal Health (CEAH), Ft. Collins, CO.

c. ***Orientation, Part B (2)*** **Riverdale, MD** **April 14-16, 2009**
(Tracks I & II)

(ONLY for those persons neither accepted for Fall Orientation nor hired by September 2008)

In this course participants apply the knowledge they gained through the Orientation, Part A, in a series of interactive activities surrounding the VS strategic goals. The course is designed to provide an overview of APHIS, VS through an introduction of the organizational structure of the USDA, APHIS & VS. Presentations and discussions include, but are not limited to, the mission and strategic goals of APHIS, VS, the roles of field and headquarters personnel, employee benefits, and resources available to maximize the participants' developmental opportunities. Participants also have the opportunity to meet and engage in discussions with various members of APHIS and VS management, and thereby gain further insight into the inner-workings of VS and its affiliated units.

- d. ***Communication & Managing Up*** **Raleigh, NC** **May 12-14, 2009**
(Tracks I & II)
 This course is designed to enhance interpersonal communication skills; provide critical elements needed to foster teamwork; examine conflict management styles to turn difficult situations into win-win experiences; enable participants to support APHIS leadership and advance their own careers through sound decisions leading to positive results.
- e. ***Animal Health 101*** **Ft. Collins, CO** **June 17-18, 2009**
(Track I only)
 This course is designed to familiarize administrative and support staff with the fundamental concepts of animal classification, animal husbandry, disease agents and transmission, program and foreign animal diseases, and how these concepts affect economic health and public health.
- f. ***Basic Epidemiology for VMOs*** **Ft. Collins, CO** **July 27-31, 2009**
(Track II)
 This course is specifically designed for veterinary medical officers (VMOs) or equivalents to ensure newly hired VMOs possess the skill set necessary to conduct epidemiological investigations, analyze animal disease outbreaks, and track and report levels of certain endemic animal diseases, including those with public health and food safety implications. This course uses a problem-based approach to teach and reinforce the fundamentals of epidemiology; computer-based exercises reinforce the theory, methodology and analytical skills necessary to design and conduct epidemiological investigations of animal diseases. Course participants are also introduced to the Centers for Epidemiology and Animal Health (CEAH), Ft. Collins, CO. All participants **must** complete preparatory material, available as either a CD or through AgLearn, **prior** to attending the course.
- g. ***VSCP: Leadership Development for VSCP Graduates*** **Kansas City, MO** **July 14-16, 2009**
 An interactive course for VSCP Graduates to build upon skill development commenced during VSCP. The course will address career goals and leadership development utilizing the APHIS Leadership Roadmap and the APHIS Leadership Development Toolkit. The course will consist of 4 components: preparatory on-line courses; career coaching sessions; formal mentoring program; and, a face-to-face instructor-led meeting. The preparatory portion is designed to provide and exploration of career options, and yield a clearer understanding of the individuals' career goals, and begin to explore needed leadership skills. This portion of the course will consist of: 1) on-line assessments and 2) AgLearn, CD, and Sametime sessions and will dovetail with the other 3 components of the course: the in-person training, the mentoring and the career coaching sessions. Participants will be matched with mentors and participate in a one-year mentoring program. In the instructor-led training, participants will practice leadership skills such as team-building, conflict management, influencing/negotiating, and oral communications, skills best learned and enhanced in face-to-face settings. Career coaching will reinforce the learning from the other venues and focus on using that information to attain individual leadership development and career goals.

3. Distance Learning Courses

Distance learning (DL) allows VS employees to engage in learning opportunities from remote locations, such as taking online courses on the USDA's Learning Management System, AgLearn (<http://www.aglearn.usda.gov/>). The following online courses are part of the VSCP core curriculum and are mandatory for a participant to receive full credit for completing the VSCP.

- a. ***Orientation, Part A (Tracks I & II)*** – This DVD-based course provides basic information about the U.S. Department of Agriculture (USDA), the Animal and Plant Health Inspection Service (APHIS) and its organizational units and programs, including Veterinary Services (VS). **All VSCP participants must** complete this course before attending Orientation, Part B, which is classroom-based.
- b. ***Program Diseases (Tracks I & II)*** – This online course provides an overview of the major animal disease eradication and control programs, such as tuberculosis, brucellosis, pseudorabies, scrapie, and Johne's. Equine and poultry disease initiatives are also addressed. Discussions about the various regulated industries, including their roles and perspectives, are included.
- c. ***Foreign Animal Disease Awareness (Tracks I & II)*** – This online course addresses major foreign animal disease threats to the U.S., including their history and etiology; effects on animal and human health; economical and political influences and impact; current status; preventive programs; and the critical role of APHIS, the States, Industry, and Public Health Officials.
- d. ***Introduction to Biosecurity (Tracks I & II)*** – This online course provides an introduction to biosecurity measures for various situations, including those to be followed when responding to a suspected animal health emergency. The course also reviews the responsibilities of biosecurity team personnel, biosecurity risks, and biosecurity planning.
- e. ***Cleaning and Disinfection Guideline (Tracks I & II)*** – This online course introduces the process of cleaning and disinfection, types of disinfectant agents, the roles & functions of members of a Cleaning & Disinfectant Unit in the Incident Command System, and includes the *Cleaning & Disinfectant Operational Guidelines*, a component of USDA/APHIS' National Animal Health Emergency Management System (NAHEMS). NAHEMS Guidelines, reference materials for VS personnel, are also introduced through this course.
- f. ***Disposal Guideline (Tracks I & II)*** – This online course provides an overview of procedures for disposing of contaminated animal carcasses and by products, as well as safety issues; *Disposal Operational Guidelines* published by USDA/APHIS that outline varying roles to be played on a Disposal Unit in an Incident Command System; to assist federal, state and local agencies in responding to disease outbreaks and animal emergencies; and, serves as a point of reference, a practical field resource, and not statutory requirements as part of the National Animal Health Emergency Management System (NAHEMS).
- g. ***Personal Protective Equipment (Track I & II)*** – This online course is an overview of personal protective equipment (PPE) serving to provide a basic understanding of what PPE is available; when PPE is necessary; what type is necessary; how it is to be worn; what its limitations are, as well as its proper care, maintenance, useful life and disposal.
- h. ***Export Certification of Animal Products I (Tracks I & II)*** – This online course introduces APHIS-VS policies and procedures regarding the certification of animal products for export.

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Swine Health Protection Act (SHPA) & Classical Swine Fever Training

Location and Dates	Raleigh, North Carolina	November 4-6, 2008
	Little Rock, Arkansas	February 24-26, 2009
Course Purpose	<p>Upon completion of this course, students will be able to:</p> <ul style="list-style-type: none"> ▪ Effectively communicate with swine producers that feed garbage the purpose and requirements of the Swine Health Protection Act (SHPA). ▪ Perform a complete inspection on a garbage feeder operation and complete all the required documentation and forms. ▪ Recognize disease agents that can be in garbage that may disease in swine that eat the garbage, and clinical conditions in domestic swine that are indicative of a foreign animal disease. ▪ Train other livestock inspectors in the field on how to do proper garbage feeder inspections and communicate the importance of the SHPA to swine producers who feed garbage to swine. • Understand their role in the CSF Surveillance Program and perform field functions to support this program. 	
Target Audience	This course has been developed and scheduled to familiarize VMOs and AHTs who are, or will be, involved in SHPA and Classical Swine Fever program activities.	
Cost	No tuition fee. Travel and associated costs with travel.	
Contact	Ms. Nancy Platter, VS/PDS, (515) 232-5785 X512 Dr. David Pyburn, VS/NAHPP, (515) 284-4122 (Subject Matter Expert)	
Nominations	<p>This course requires approval for registration. Please review the PDS FY2009 Training Catalog PAGE 1 for nomination instructions using AgLearn.</p> <p>All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964.</p>	
Nomination Deadline	To the Regional Office:	September 8, 2008
	To VS/PDS:	September 15, 2008
Selection	VS Regional Office	
Letters	Participant invite letters will be sent to attendees no later than 4 weeks prior to course date.	
Regional Offices	Forward the letters to AVICs and AOs/ASAs	

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Import/Export Animal Training Course	
Location and Dates	Riverdale, MD December 2 – 4, 2008
Course Purpose	The course is designed to increase and improve effective communications between NCIE and I/E field staff as well as convey the latest subject matter regarding the importation and exportation of live animals. While primarily focused on live animal topics, the course has also devoted several hours to animal product topics. Topics will include facility inspections, pets, aquaculture, export audits, certificates, user fees, EU issues, and product issues among others. A significant amount of time has been scheduled for information sharing between presenters and participants.
Target Audience	Import/Export Endorsing Officials and Document Examiners
Time Requirements	3 days
Cost	Travel costs and Per Diem
Contact	Dr. John Bare, VS/PDS, (515) 232-5785 ex. 510 Dr. Alan Huddleston, VS/PDS, (301) 734-0675
Nominations	Participation for the course will be invitation only. A list of participants will need to be compiled by each Region.

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Animal Health 101									
Location and Dates	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Raleigh, North Carolina</td> <td style="text-align: right;">January 14 - 15, 2009</td> </tr> <tr> <td>Riverdale, Maryland</td> <td style="text-align: right;">February 24 - 25, 2009</td> </tr> <tr> <td>Ames, Iowa</td> <td style="text-align: right;">May 5 - 6, 2009</td> </tr> <tr> <td>Ft. Collins, Colorado</td> <td style="text-align: right;">June 16 - 17, 2009</td> </tr> </table>	Raleigh, North Carolina	January 14 - 15, 2009	Riverdale, Maryland	February 24 - 25, 2009	Ames, Iowa	May 5 - 6, 2009	Ft. Collins, Colorado	June 16 - 17, 2009
Raleigh, North Carolina	January 14 - 15, 2009								
Riverdale, Maryland	February 24 - 25, 2009								
Ames, Iowa	May 5 - 6, 2009								
Ft. Collins, Colorado	June 16 - 17, 2009								
Course Purpose	<p>Upon completion of this course, students will be able to:</p> <ul style="list-style-type: none"> • Understand how our domestic food animals fit into the scheme of animal classification. • Understand the basic components of animal husbandry. • List the multiple disease agents, such as prions, viruses, and bacteria that cause disease in organisms. • Appreciate how disease is transmitted between animals and from animals to people. • Define a VS Program Disease, and understand the following about each of the Program Diseases <ul style="list-style-type: none"> ○ Causative Agent ○ Transmission ○ Clinical Signs ○ Treatment and/or Prevention ○ The VS Plan for Control or Eradication of the disease. • Define a Foreign Animal Disease, and understand the basic concepts outlined above for select FADs. • Appreciate the economic impacts and potential human health risks associated with select Program and Foreign Animal Diseases. 								
Prerequisite	None								
Target Audience	This course has been developed for administrative staff in Veterinary Services. The training will be held at Headquarters in Riverdale, each Regional Office and the NCAH campus in Ames, IA. We are providing this training in multiple sites to avoid travel for employees in Headquarters, the Regional Offices or the NCAH campus. Administrative employees in the Area Offices are invited to attend any of the sessions. Travel expenses will be the responsibility of the Area Office.								
Cost	No tuition fee. Travel and associated costs with travel for Area Offices that send employees to the training.								
Contact	Dr. Alan Huddleston, VS, PDS, (301) 734-0675								
Nominations	This course requires approval for registration through AgLearn. Please review instructions on pages X-X for further instructions.								
Nomination Deadline	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Raleigh, NC</td> <td style="text-align: right;">October 28, 2008</td> </tr> <tr> <td>Riverdale, MD</td> <td style="text-align: right;">February 10, 2009</td> </tr> <tr> <td>Ames, IA</td> <td style="text-align: right;">March 28, 2009</td> </tr> <tr> <td>Ft. Collins, CO</td> <td style="text-align: right;">June 2, 2009</td> </tr> </table>	Raleigh, NC	October 28, 2008	Riverdale, MD	February 10, 2009	Ames, IA	March 28, 2009	Ft. Collins, CO	June 2, 2009
Raleigh, NC	October 28, 2008								
Riverdale, MD	February 10, 2009								
Ames, IA	March 28, 2009								
Ft. Collins, CO	June 2, 2009								
Selection	30 seats are available for each session. If more than 30 nominations are forwarded, the seats will be filled based on the date the nomination was received.								
Letters	Participant invite letters will be sent to attendees two weeks prior to course date.								

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Emergency Management Response Systems - Training for VS Management (Riverdale Only)	
Location and Dates	Riverdale, MD February 3 – 4, 2009
Course Purpose	<p>The EMRS is a web based task management system designed to automate many of the tasks associated with animal disease outbreaks and emergencies. It is used for routine reporting of foreign animal disease/emerging disease incident (FAD/EDI) investigations, state specific disease outbreaks and control programs, classic national Animal Health Emergency responses, and natural disasters involving animals.</p> <p>Only authorized personnel in a specific state or with a definite “need to know” are given either “input/edit” or “read-only” access to a specific EMRS database. These personnel can be USDA, APHIS, VS employees, state animal health officials, or temporary hires. Information is managed in the EMRS using views for the field investigator, area office, region, laboratory, emergency management in Riverdale and, for the Incident Command System management personnel during an emergency response. The data entered into EMRS can be exported for use with other applications, reporting and data analysis.</p> <p>This course will provide a brief overview of all aspects of EMRS and will demonstrate the methods used in recent incidents to manage disease tracing and control activities as well as resource management. Participants will receive instruction and be given hands on experience with basic EMRS functionality and will receive instruction and practice in the reporting capabilities of EMRS.</p>
Target Audience	VS Management in Riverdale, MD
Cost	Travel costs and Per Diem
Contact	Dr. Marvirstine Y. Briggs-Fisher, VS/PDS at 919-855-7166
Nominations	This course is open to all Riverdale VS Management

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Animal Appraisal (AHTs selected by AVICs - Western Region only)	
Location and Dates	VS Western Region Office, Fort Collins, CO - February 24 – 26, 2009
Course Purpose	<p>By the end of this course, participants will be able to:</p> <ul style="list-style-type: none"> • Define the critical elements of an animal appraisal. • Demonstrate the ability to review and describe the appraisal process to state personnel and producers, including a realistic timeframe for completion of the process. • Demonstrate the ability to assemble the appropriate documentation and data necessary for a valid appraisal. • Determine the validity and value of an appraisal conducted for VS by private appraisers. • Input appropriate data into appraisal/indemnity calculators to determine estimated/projected values for budgetary purposes while final values are being determined. • Serve as the local VS representative to assist in resolving discrepancies between initial appraisal and producer values through the compilation and verification of appropriate documentation and information. • Demonstrate a basic appraisal skill set during a case study exercise. • Describe the basic appraisal paperwork and flow of information from field to payment of producer. • Recognize and comprehend the role of an appraisal group during an animal health incident, as well as the expectations of Animal Health Technicians (AHTs) as lead appraisers during such an event.
Target Audience	This is a pilot offering of the course, and is thereby limited to AHTs within the Western Region. Animal Health Technicians with an interest in building a basic appraisal skill set, and specifically a skill set related to the poultry industry, should apply.
Cost	No tuition fee. Travel and associated costs are to be borne by the participants' office.
Contact	Amy Kokesh , VS/PDS, 919-855-7174
Nominations	All nominations must be entered through AgLearn. Interested AHTs may initiate the registration process and their respective AVIC will approve or deny their registration.
Selection	Selections will be made by WR AVICs. One AHT from each WR Area Office will be selected to attend.
Nomination Deadline	January 9, 2009

Aquaculture - Ornamental Fish	
Location and Dates	Tampa, FL February 24 – 26, 2009
Course Purpose	The purpose of the Aquaculture conference is to familiarize participants with the physical, biological and epizootiological concepts of aquaculture—particularly with regards to the ornamental fish industry. Topics will include diagnosing aquatic animal diseases, performing necropsies, and overseeing appropriate sample collection and submission. Additionally, participants will learn how to conduct aquaculture facility registrations, and will receive up to date information on VS policies as they pertain to Aquaculture.
Target Audience	Federal Aquaculture Liaisons
Pre-requisite	You must be a veterinarian and an Aquaculture Liaison. Moreover you should meet one of the following criteria: a. You work with or anticipate working with Ornamental Fish b. You did not attend the Aquaculture training in Olympia last year. In other words, you require a general aquaculture refresher. If you are not and Aquaculture Liaison, you must contact Robert Dickens (919) 855-7171 robert.c.dickens@aphis.usda.gov , for permission to enroll.
Cost	No tuition fee (direct costs). Travel costs only.
Contact	Dr. Robert Dickens, VS/ PDS, (919) 855-7171
Nominations	All nominations must be completed through AgLearn. Please review the PDS FY2008 Training Catalog PAGE 1 for nomination instructions using AgLearn. Please note: you are responsible for ensuring your supervisor has approved your attendance in AgLearn. If you have not received his or her confirmation via email within one week of your enrolling for the course, you must follow up with your AVIC. Please note, you cannot attend both the this course and the Aquaculture Catfish Course
Deadline	Self-Registered in AgLearn: November 20, 2009 Approved by AVIC in AgLearn: December 1, 2009 * Enrollment will be limited to 12 liaisons. You must get you nomination in on time to be considered.
Letters	Participant invite letters will be sent to attendees no later than four weeks prior to course date.

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Emergency Management Response System - Training for Area Epidemiologists	
Location and Dates	New Orleans, LA March 24 – 26, 2009
Course Purpose	<p>The EMRS is a web based task management system designed to automate many of the tasks associated with animal disease outbreaks and emergencies. It is used for routine reporting of foreign animal disease/emerging disease incident (FAD/EDI) investigations, state specific disease outbreaks and control programs, classic national Animal Health Emergency responses, and natural disasters involving animals.</p> <p>Only authorized personnel in a specific state or with a definite “need to know” are given either “input/edit” or “read-only” access to a specific EMRS database. These personnel can be USDA, APHIS, VS employees, state animal health officials, or temporary hires. Information is managed in the EMRS using views for the field investigator, area office, region, laboratory, emergency management in Riverdale and, for the Incident Command System management personnel during an emergency response. The data entered into EMRS can be exported for use with other applications, reporting and data analysis.</p> <p>This course will concentrate on the high level concepts surrounding the tracing and control of FAD and program diseases. Methodology used in recent TB and Brucellosis incidents will serve as a model for demonstrating the use of EMRS as a fully functional Disease Management tool for Area Epidemiologists. Participants should have a basic command of EMRS and will be expected to learn how to utilize the Investigation Module to document the tracing of disease events and all control activities as well as report on those activities.</p>
Pre-requisite	You must be an Area Epidemiologist
Cost	No tuition fee (direct costs). Travel costs only.
Contact	Dr. Marvirstine Y. Briggs-Fisher VS/PDS, (919) 855-7166
Nominations	All nominations must be completed through AgLearn. Please review the PDS FY2008 Training Catalog PAGE 1 for nomination instructions using AgLearn.

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Animal Identification Coordinator Workshop	
Location and Dates	Saint Louis, MO March 24 – 26, 2009
Course Purpose	This workshop introduces new animal identification concepts and provides current information resources relevant to animal identification initiatives. The training addresses significant new issues, trends, and developments affecting VS programs and the implementation strategies designed to achieve program goals. The training serves as an open forum in which Animal Identification Coordinators can network to share successes and challenges.
Target Audience	Animal Identification Coordinators (AICs).
Time Requirements	3 days
Cost	No tuition fee (direct costs). Travel costs only.
Contact	Dr. Robert Dickens, VS/PDS, (919) 855-7171
Nominations	All nominations must be completed through AgLearn. Please review the PDS FY2008 Training Catalog PAGE 1 for nomination instructions using AgLearn. Please note: you are responsible for ensuring your supervisor has approved your attendance in AgLearn. If you have not received his or her confirmation via email within one week of your enrolling for the course, you must follow up with your supervisor.
Nomination Deadline	Self-Registered in AgLearn: December 10, 2009 Approved by Supervisor in AgLearn: December 17, 2009
Letters	Participant invite letters will be sent to attendees no later than four weeks prior to course date.

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Designated Transmissible Spongiform Encephalopathy (TSE)	
Location and Dates	National Veterinary Services Laboratories (NVSL) Ames, IA - April 20 – 24, 2009
Course Purpose	Participation in this conference on an every other year basis is <u>required</u> for you to maintain your status as a designated scrapie and/or CWD epidemiologist (DSE or DCE). Participants at this year’s course may also include persons being considered to function as a designated epidemiologist in their State, and others actively involved with the scrapie and/or CWD eradication programs. The seminar will cover established procedures for the scrapie and CWD programs, changes and emerging issues in the scrapie and CWD eradication programs, and the latest research that may aid in eradication. Many of the lectures and small group exercises of this conference are interactive and aimed at involving the participant in the decision-making process revolving around current eradication activities. At the end of the seminar, the participant should have a working knowledge of the science of scrapie and CWD as well as the current diagnostics, epidemiology, herd certification requirements, appraisal and indemnity procedures, depopulation and disposal processes, and the interstate movement restrictions for each disease as detailed in rules, memos and uniform methods and rules guidance (UM&Rs) published or issued by Veterinary Services. Laboratory exercises afford the participant the opportunity to further develop necropsy and live animal sample collection skills.
DSE	A Designated Scrapie Epidemiologist (DSE) is a State or Federal veterinarian designated by APHIS and the State to make decisions about the use and interpretation of diagnostic tests and field investigation data and the management of scrapie-affected flocks. DSEs have met the requirements outlined in VS Memorandum 557.3 and have been approved by the State animal health, the VS area veterinarian-in-charge, the VS regional epidemiologist and the VS national scrapie staff.
DCE	A Designated CWD Epidemiologist (DCE) is a State or Federal epidemiologist who has demonstrated the knowledge and ability to perform the functions required to make decisions regarding the use and interpretation of diagnostic tests and field investigation data and the management of CWD-affected herds. DCEs have met the requirements outlined in VS Memorandum 574.1 and have been approved by the State animal health or wildlife agency official, the VS area veterinarian-in-charge, the VS regional epidemiologist and the VS national CWD staff.
Target Audience	This course has been developed and scheduled primarily to provide the training required for Designated Scrapie Epidemiologists (DSEs) and for Designated CWD Epidemiologists (DCEs) to maintain their approved status.

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Emergency Response to Disease at the Livestock/Wildlife Interface	
Location and Dates	Athens, GA May 12 – 14, 2009
Course Purpose	To familiarize participants with wildlife management in the United States and the relationship/implications that this profession has with our livestock economy.
Target Audience	Foreign Animal Disease Diagnosticians (FADDs), Wildlife Biologists, state and Federal Veterinarians
Time Requirements	3 Days
Cost	Travel Costs only.
Contact	VS/PDS, Nancy Platter, (515) 232-5785 X512
Nominations	<p>All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (919) 855-7166. Selections will be made by VS/Emergency Programs Staff and the Emergency Leadership Team. State Veterinary nominees should be submitted to the Regional Offices by the AVIC, as well.</p> <p>This course requires approval for registration. Please review the PDS FY2008 Training Catalog PAGE 1 for nomination instructions using AgLearn.</p>
Deadline	<p>To the Regional Office: February 23, 2009</p> <p>To VS/PDS: March 2, 2009</p>
Letters	Approximately 5 to 6 weeks before class begins, letters are sent to the participants and speakers, Regional Training Coordinators, and Regional Directors.

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Basic Brucellosis / Tuberculosis Epidemiology	
Location and Dates	National Centers for Animal Health (NCAH) May 12 – 15, 2009 Ames, IA
Course Purpose	<p>This year the Basic Tuberculosis and Basic Brucellosis courses will be combined.</p> <p>The Tuberculosis portion of the course will cover the requirements and responsibilities of the program. The course provides information on TB pathology, immunology, testing, epidemiology, and surveillance. Current program status and strategic goals, as well as issues such as TB in wildlife will also be addressed. The participant will gain skills in TB testing (comparative cervical tuberculin), interpretation of herd testing results, epidemiological investigations, and slaughter surveillance.</p> <p>The Brucellosis portion of the course will cover principles of the program, including disease status, the organism, disease characteristics, the epidemiology, the vaccines, testing methods, etc.</p>
Target Audience	Federal and State VMOs who are, or will be, actively involved in the Bovine TB and/or Brucellosis Eradication Programs.
Time Requirement	4 days
Cost	Travel costs and Per Diem.
Contact	Dr. John Bare, VS/PDS, (515) 232-5785 x 510 Ms. Nancy Platter, VS/PDS, (515) 232-5785 x 512
Nominations	<p>All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. Selections will be made by VS/NAHPP.</p> <p>This course requires approval for registration. Please review the PDS FY2008 Training Catalog PAGE 1 for nomination instructions using AgLearn.</p>
Deadline	<p>To the Regional Office: March 2, 2009</p> <p>To VS/PDS: March 9, 2009</p>

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Aquaculture - Catfish	
Location and Dates	Little Rock, AR May 19 - 21, 2009
Course Purpose	The purpose of the Aquaculture conference is to familiarize participants with the physical, biological and epizootiological concepts of aquaculture—particularly with regards to the catfish fish industry. Topics will include diagnosing aquatic animal diseases, performing necropsies, and overseeing appropriate sample collection and submission. Additionally, participants will learn how to conduct aquaculture facility registrations, and will receive up to date information on VS policies as they pertain to Aquaculture.
Target Audience	Federal Aquaculture Liaisons
Pre-requisite	You must be a veterinarian and an Aquaculture Liaison. Moreover you should meet one of the following criteria: c. You work with or anticipate working with Catfish d. You did not attend the Aquaculture training in Olympia last year. In other words, you require a general aquaculture refresher. If you are not and Aquaculture Liaison, you must contact Robert Dickens (919) 855-7171 robert.c.dickens@aphis.usda.gov , for permission to enroll.
Cost	No tuition fee (direct costs). Travel costs only.
Contact	Dr. Robert Dickens, VS/ PDS, (919) 855-7171
Nominations	All nominations must be completed through AgLearn. Please review the PDS FY2008 Training Catalog PAGE 1 for nomination instructions using AgLearn. Please note: you are responsible for ensuring your supervisor has approved your attendance in AgLearn. If you have not received his or her confirmation via email within one week of your enrolling for the course, you must follow up with your AVIC. Please note, you cannot attend both this course and the Aquaculture Ornamental Fish Course
Deadline	Self-Registered in AgLearn: Feb 20, 2009 Approved by AVIC in AgLearn: Feb 27, 2009 <ul style="list-style-type: none"> • Enrollment will be limited to 12 liaisons. You must get you nomination in on time to be considered. •
Letters	Participant invite letters will be sent to attendees no later than four weeks prior to course date.

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Import/Export Certification Workshop for Canadian Ports	
Location and Dates	Minneapolis, MN May 19-21, 2009
Course Purpose	<p>This biannual workshop provides an opportunity for VMOs covering Canadian Ports of Entry in the United States, AVICs with Canadian Ports in their venue, and Regional and Headquarters Import/Export staff to share updated information and best practices.</p> <p>Faculty and participants will leave this workshop with a better understanding of the challenges faced by different levels of staff covering movement of live animals and products through Canadian Ports, including field, Area Office, Region, and NCIE/Headquarters.</p> <p>The goal of the session is to bring together these different points of view to develop a strategy for turning challenges into opportunities for improvement.</p>
Prerequisite	None
Target Audience	This course has been developed for Area Office Veterinarians-In-Charge and Area Office VMOs covering the Canadian Ports.
Cost	Travel costs only.
Contact	Dr. Alan Huddleston, VS, PDS, (301) 734-0675
Nominations	Participants for this course are pre-selected.
Nomination Deadline	Not applicable.
Selection	The Eastern and Western Regional Management Teams, in partnership with the NCIE and the Eastern and Western Regional Import/Export Coordinators, will send an invitation to each AVIC to attend as a participant. Additionally, the invitation will request that the AVIC identify which Canadian port VMO(s) from his/her Area Office should be invited.
Letters	Approximately 5 to 6 weeks before class begins, letters are sent to the participants and speakers, Regional Training Coordinators, and Regional Directors.

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Smith-Kilborne	
Location and Dates	Cornell University, Ithaca, NY, and the Plum Island Animal Disease Center, Plum Island, NY May 26-June 2, 2009
Course Purpose	The Smith-Kilborne Program is designed to acquaint veterinary students with various foreign animal diseases which potentially threaten our domestic animal population. The program includes classroom presentations on diseases and their implications, combined with laboratory experiences.
Target Audience	Second-year veterinary students
Cost	No cost to participants. PDS pays for student travel expenses.
Contact	Dr. Jason Baldwin, VS/PDS, (970) 494-7225
Nominations	The Dean's office of each school announces its own application procedures and determines the selection criteria.
Selection	Each school selects one student and forwards the name to PDS.
Deadline	January 2009
Letters	March 2009

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Foreign Animal Disease Practitioner Course (FADP)			
Locations and Dates	Riverdale, MD (NVSL) Ames, IA	June 1-5, 2009 June 1-5, 2009	Amy Kokesh* John Bare*
Course Purpose	The Foreign Animal Disease Practitioner (FADP) training course is a one week classroom and laboratory course, with instructor-led lectures delivered via Videoconference from Plum Island. Afternoon laboratory sessions demonstrate necropsy techniques, sampling, shipping and a foreign animal disease investigation scenario. The FADP course runs simultaneously with the FADD course held at Plum Island. This course provides training for field veterinarians, FSIS veterinarians, individuals needing foreign animal disease training and for previously trained FADDs requesting a refresher course.		
Target Audience	APHIS Field VMOs, state veterinarians who have not been previously trained in FADs, along with previously trained FADDs requesting a refresher course.		
Cost	Travel Costs only		
Contact	Ms. Elizabeth Clark, VS/PDS, (631) 323-3188		
Nominations	This course requires approval for registration. Please review the PDS FY2008 Training Catalog PAGE 1 for nomination instructions using AgLearn.		
Nomination Deadline	To the Regional Office:	March 2, 2008	
	To VS/PDS:	March 9, 2008	

* Course Facilitator

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Emergency Management Response Systems - Advanced	
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Location and Date	TBD	June 8-12, 2009
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More Information to Follow

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Contagious Equine Metritis - East Region	
Location and Date	New Bolton Center, PA July 22, 2009
Course Purpose	The Contagious Equine Metritis (CEM) training program was developed in response to needs identified during APHIS Veterinary Services' 2007 CEM Program Review. This one-day training is designed for both regulatory personnel and accredited veterinarians in clinical practice. The course will enable participants to better understand the history of CEM in the US, current regulations, and the role of regulatory and clinical personnel participating in the CEM program. A half-day laboratory session will familiarize participants with techniques for stallion and mare culture collection and cleaning, and offer tips to ensure that accurate culture results are obtained.
Target Audience	State or Federal VMOs working as the CEM coordinator in their respective state as well as accredited veterinarians in states with CEM import facilities.
Cost	No tuition fee (direct costs). Travel costs only.
Contact	Dr. Robert Dickens, (919) 855-7171 or Ms. Elizabeth Clark (631) 323-3188
Nominations	All nominations must be completed through AgLearn. Please review the PDS FY2008 Training Catalog PAGE 1 for nomination instructions using AgLearn. Please note: you are responsible for ensuring your supervisor has approved your attendance in AgLearn. If you have not received his or her confirmation via email within one week of your enrolling for the course, you must follow up with your AVIC.
Deadline	Self-Registered in AgLearn: April 20, 2009 Approved by AVIC in AgLearn: April 27, 2009
Letters	Participant invite letters will be sent to attendees no later than four weeks prior to course date.

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Contagious Equine Metritis - West Region	
Location and Date	Portland, OR August 5, 2009
Course Purpose	The Contagious Equine Metritis (CEM) training program was developed in response to needs identified during APHIS Veterinary Services's 2007 CEM Program Review. This one-day training is designed for both regulatory personnel and accredited veterinarians in clinical practice. The course will enable participants to better understand the history of CEM in the US, current regulations, and the role of regulatory and clinical personnel participating in the CEM program. A half-day laboratory session will familiarize participants with techniques for stallion and mare culture collection and cleaning, and offer tips to ensure that accurate culture results are obtained.
Target Audience	State or Federal VMOs working as the CEM coordinator in their respective state as well as accredited veterinarians in states with CEM import facilities.
Cost	No tuition fee (direct costs). Travel costs only.
Contact	Dr. Robert Dickens, (919) 855-7171 or Ms. Elizabeth Clark (631) 323-3188
Nominations	All nominations must be completed through AgLearn. Please review the PDS FY2008 Training Catalog PAGE 1 for nomination instructions using AgLearn. Please note: you are responsible for ensuring your supervisor has approved your attendance in AgLearn. If you have not received his or her confirmation via email within one week of your enrolling for the course, you must follow up with your AVIC.
Deadline	Self-Registered in AgLearn: April 29, 2009 Approved by AVIC in AgLearn: May 5, 2009
Letters	Participant invite letters will be sent to attendees no later than four weeks prior to course date.

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Select Agent Inspectors Training	
Location and Dates	Ames, IA August 11-13, 2009
Course Purpose	This training will provide information on proper facility biosafety and security procedures necessary to be in compliance with the Select Agent regulations.
Lab Biosafety Inspector	A Federal VMO or Microbiologist, designated by APHIS, to make laboratory inspections for adherence to Select Agent Program standards.
Target Audience	Federal VMOs, Microbiologists and others who are, or will be, responsible for performing these inspections.
Pre-requisite	<ul style="list-style-type: none"> ▪ Must be a veterinarian or Microbiologist ▪ Must have successfully completed the 3- Part Laboratory Security Inspector training ▪ Must be designated by the AVIC's office or Center for Veterinary Biologics as a prospective Select Agent Program inspector
Cost	No tuition fee. Travel and associated expenses are to be paid by the employee's office.
Contact	Dr. Narda Huyke, VS PDS, (515) 232-5785 x513
Nominations	<p>All nominations must be entered into AgLearn. The Regional Office will make the approved prioritized nominations. Selections will be made by VS NCIE.</p> <p>Participants in this course are pre-selected. This course is not available for open enrollment. Please contact your Training Coordinator if you would like further information.</p>
Selection	Selection will be determined by the Select Agent Program staff in consultation with the Regional Offices.
Nomination Deadline	<p>To the Regional Office: May 14, 2009</p> <p>To VS PDS: May 28, 2009</p>
Letters	Participant letters for the course will be sent to attendees by July 8, 2009.
Regional Offices	Forward the letters to AVICs and AOs/ASAs.

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Live Bird Marketing System (LBMS) Continuing Education Training Course	
Location and Dates	TBD August 18-20, 2009
Course Purpose	<ol style="list-style-type: none"> 1. Understand how to properly evaluate and define LBMS stakeholder activity and compliance with applicable state law, program standards, and licensing requirements through consistent audit and evaluation of paper records from the LBMS. 2. Be able to identify and evaluate biosecurity and disease risks in the auction and flea market segments of the LBMS and subsequently provide education and outreach information on appropriate mitigation techniques e.g., cleaning, disinfection, best practices in biosecurity and transport to retail. 3. Demonstrate the ability to communicate knowledge of biosecurity issues and best practices to various stakeholder groups via a pre-prepared presentation. 4. Understand proper bird restraint, swabbing, and euthanasia techniques and be able to practice them.
Target Audience	Federal and State VMOs and AHT's who are, or will be, actively involved in the Live Bird Marketing System.
Cost	Travel and per diem only.
Contact	Dr. Jason Baldwin, VS/ PDS, (970) 494-7225
Nominations	All nominations must be entered through AgLearn. State or other non-federal employees may seek assistance through their local area office for AgLearn access.
Selection	Selections will be made by VS/ASEP.
Deadline	<p>To the Regional Office: June 1, 2009</p> <p>To VS/PDS: June 15, 2009</p>
Letters	Approximately 5 to 6 weeks before class begins, letters are sent to the participants and speakers, Regional Training Coordinators, and Regional Directors.

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Emergency Management Response System - Training for Incident Management Teams	
Location and Dates	San Antonio, TX September 15 - 17, 2009
Course Purpose	<p>The EMRS is a web based task management system designed to automate many of the tasks associated with animal disease outbreaks and emergencies. It is used for routine reporting of foreign animal disease/emerging disease incident (FAD/EDI) investigations, state specific disease outbreaks and control programs, classic national Animal Health Emergency responses, and natural disasters involving animals.</p> <p>Only authorized personnel in a specific state or with a definite “need to know” are given either “input/edit” or “read-only” access to a specific EMRS database. These personnel can be USDA, APHIS, VS employees, state animal health officials, or temporary hires. Information is managed in the EMRS using views for the field investigator, area office, region, laboratory, emergency management in Riverdale and, for the Incident Command System management personnel during an emergency response. The data entered into EMRS can be exported for use with other applications, reporting and data analysis.</p> <p>The purpose of this class is to train Incident Management Teams to use EMRS during animal disease outbreaks and emergencies. The first day will be devoted to a complete overview of EMRS and practice exercises on data entry and reporting from EMRS. The second and third days will consist of a scenario based exercise using EMRS to manage a new outbreak while practicing ICS principles including the Planning cycle and Situation reporting using data from EMRS. Team building will be encouraged through the exercises.</p>
Target Audience	This EMRS class is designed for Incident Management Teams only.
Cost	Travel and per diem only.
Contact	Dr. Marvirstine Y. Briggs-Fisher, VS/PDS, (919) 855-7166
Nominations	All nominations must be entered through AgLearn. State or other non-federal employees may seek assistance through their local area office for AgLearn access.

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Designated Tuberculosis Epidemiology (DTE) Designated Brucellosis Epidemiology (DBE) Combined Training	
Location and Dates	Albuquerque, NM September 16 - 17, 2009
Course Purpose	DTEs and DBEs are <u>required</u> to take a refresher training every two years to maintain status as a DTE or a DBE. The course will cover new and emerging trends in the tuberculosis and brucellosis eradication programs, including the latest research that may aid in eradication. It will also discuss revisions and updates in both programs including major changes in the UM&R, VS Memo's, and CFR. This is an interactive course aimed at involving the participants in the decision making process revolving around current eradication activities.
DTE and DBE Defined	<p>DTE: A State or Federal epidemiologist designated in each state, by APHIS, to make decisions concerning the use and interpretation of diagnostic tests for tuberculosis and to manage the TB program. The DTE is selected jointly by the cooperating State animal health official, the Area Veterinarian-in-Charge, and the Regional Tuberculosis Epidemiologist. The DTE has the responsibility to determine the scope of epidemiologic investigations, determine the status of herds, assist in development of individual herd plans, and coordinate disease surveillance and eradication programs within his or her geographic area of responsibility.</p> <p>DBE: A current approved DBE is an individual who has completed the training requirements detailed in VS Memorandum 551.10 and submitted the form which verifies and approves this required training. In addition, in order to maintain current approved DBE status, those individuals functioning as DBEs in each state must attend Designated Brucellosis Epidemiologist refresher training every 2 years. Only those individuals meeting these requirements are to be functioning as current approved DBEs.</p>
Target Audience	This course has been developed and scheduled to provide the training required for approved DTEs and DBEs to maintain their approval status.
Pre-requisite	<p>For the DTE portion of the course, you must be a DTE or a DTE "in-training". If neither, you must contact Robert Dickens (919) 855-7171 robert.c.dickens@aphis.usda.gov, for permission to enroll. (If you are not sure if you are a DTE or a DTE in-training, please contact the Tuberculosis Epidemiologist in your Region.)</p> <p>For the DBE portion of the course, you must be a current officially-approved DBE and have worked as a DBE during the previous 2 years. If neither, you must contact Nancy Platter (515) 232-5785 ext 512 nancy.k.platter@aphis.usda.gov, for permission to enroll.</p> <p>Note: If you are a DTE and not a DBE, or a DBE and not a DTE, you may attend the entire course with your supervisor's approval.</p>
Cost	No tuition fee (direct costs). Travel costs only. These costs must be paid by your area office (Federal Employees) or the State Veterinarian's Office (State employees).

Contact	Dr. Robert Dickens, VS/PDS, (919) 855-7171
Nominations	<p>All nominations must be completed through AgLearn. Please review the PDS FY2008 Training Catalog PAGE 1 for nomination instructions using AgLearn.</p> <p>Please note: you are responsible for ensuring your supervisor has approved your attendance in AgLearn. If you have not received his or her confirmation via email within one week of your enrolling for the course, you must follow up with your AVIC.</p>
Deadline	<p>Self-Registered in AgLearn: June 10, 2009</p> <p>Approved by AVIC in AgLearn: June 17, 2009</p>

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