

Congratulations on earning a dermatology residency! I'm writing to introduce you to the credentials committee. The credentials committee oversees the completion of several items that are required in order to be eligible to write your board exams. During your residency you are required to write one case report for evaluation by the credentials committee. This makes up the largest portion of the work that our committee does. When selecting cases for your case report we're not looking for the weird and wonderful cases, but rather a more "typical" case that posed somewhat of a diagnostic or therapeutic challenge. This case report gives us an opportunity to evaluate your skills as a clinician working through a case and helps us ensure that you are able to create a problem list and differentials. These case reports have very specific formatting requirements so make sure that you read the credentials guidelines very carefully. You have the opportunity to submit case reports twice a year on Aug 1st or January 15th. This is likely something that you'll be submitting in your second or third year because each case will need to have enough follow up to ensure that it has come to some sort of a conclusion which may be difficult to complete in your first year.

You will also need to complete an original research project during your residency and present an abstract at the North American Veterinary Dermatology Forum (NAVDF), the European College of Veterinary Dermatology (ECVD) Meeting, the Dermatology Session of the Australian and New Zealand College of Veterinary Scientists (ANZCVS) Meeting, the Dermatology Session of the Asian College of Veterinary Dermatology or the World Congress of Veterinary Dermatology (WCVD). You will most likely be presenting during your second or third year of your residency. The final paper must be submitted for publication by January 15th of the final year of your residency. If at all possible, I would recommend having this submitted earlier because the paper must have final acceptance for publication by June 30th at the latest. Depending on how long the review process takes this timeline can sometimes be very tight and if your paper is not accepted by June 30th then you will not be eligible to sit for boards that year.

The last requirement that we have recently added are mandatory meetings with the credentials committee in the first and second year of your residency. These are brief informal virtual meetings and typically last 15-20 minutes. This is an opportunity to sit down with two members of the credentials committee where you can ask any questions you have about the credentials requirements. This can include questions about deadlines, case selection, formatting for case reports or questions about your research project. These are typically held in the spring of your first year and the fall of your second year. We kindly ask that you attend these meetings when scheduled.

Your final credentials packet is due for submission June 1st of the year that you are hoping to sit for boards. Please refer to the credentials guidelines for exactly what you need to include in this packet.

Finally, if you have any questions along the way we are always here to answer them. You can always reach out to any member of the credentials committee if you are unsure about any element of the credentials process. We want all of you to succeed and if anything is unclear,

we're happy to provide clarification. If possible, please include your mentor in any email exchanges with the credentials committee so that they can also be aware of our recommendations. Good luck in your residency!!!

Sincerely,
Dr. Elizabeth Goodale
Chair, Credentials Committee
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Members of the Credentials Committee

Dr. Elizabeth Goodale, Chair
Dr. Domenico Santoro, Past Chair
Dr. Caitlin Contreary
Dr. Heather Edginton
Dr. Heide Newton
Dr. Jennifer Schissler
Dr. Katrine Voie
Dr. Danielle Wyatt
Dr. Zijin Zhou