C 43 / status: 11/2025

Additional guidelines for certification/accreditation of interactive courses of continuing education for vets

Introduction:

Interactive courses can be articles/publications in veterinary journals, courses provided via online media (e-learning) or in audiovisual media with obligatory written learning success control and a duration of at least 1 hour.

Please note that according to § 7 of the model professional code of conduct [Musterberufsordnung] of the Federal Chamber of Veterinary Surgeons [Bundestierärztekammer – BTK] veterinarians in Germany have to fulfil 20 hours of continuing education per year (veterinarians with an additional qualification: 24 hours per year, a minimum of 6 hours thereof concerning the subject of the additional qualification; specialised veterinarian: 30 hours per year, a minimum of 15 hours thereof concerning the subject of their specialization; veterinarians authorised to provide advanced veterinary training: 40 hours, a minimum of 20 hours thereof concerning the subject of their authorization). Following the amendment of the model professional code of conduct on 14 September 2022 by the BTK Delegates' Assembly, there is no longer a restriction on the proportion of interactive courses. These can be used up to 100 % as proof.

The rules of professional code of conduct of the Chambers of Veterinary Surgeons of federals states [Landestierärztekammern] are mandatory and might be slightly different.

Criteria:

Additional requirements for the accreditation of interactive courses of continuing veterinary education (supplementary to the *Guidelines for certification/accreditation of continuing education courses für veterinarians as "approved continuing education" according to § 10 (2) of the ATF-statutes*):

- In principle only veterinarians are attending these courses.
- Current insights in veterinary medicine must be teached. Participants gain an adequate increase of knowledge.
- Minimum duration of learning is one hour. The applicant must state an estimated duration with the application. ATF-accreditation for interactive courses is limited to one year.
- Learning success control: Learning success control is mandatory at the end of the course (**5** multiple choice questions per ATF-hour). At least 70 % of the questions must be answered correctly (maximum two attempts). Only after passing of the participant certificates of attendance may be issued.
- The course material contains a reference list.
- Articles in veterinary journals can only be certified if the journal is listed in the Master Journal List (Clarivate™ Web of Science / formerly Thomson Reuters®; https://mjl.clarivate.com/home). Articles in other veterinary journals as well as every other interactive course (e. g. e-learning, video, CD-ROM, DVD) are reviewed by ATF to ensure that they meet the requirements (expert opinion).

Procedure / Schedule:

- Application by e-mail to ATF (atf@btkberlin.de):
  - application form (see https://www.bundestieraerztekammer.de/atf/anerkennung/)
  - course contents (journal articles/book contributions/other: formatted article incl. charts/figures in one data file [docx, rtf, pdf]; online seminar/e-learning/video/DVD/other: presentation/film incl. possibly sound recording as data file [pptx, pdf; avi, mpeg, wav])
  - learning success control (multiple choice questions) with indication of the right answers [docx, rtf, pdf]
  - access data for ATF (online seminar/e-Learning)

  Please understand that only complete applications can be processed.
- Examination of the course by the ATF and certification or rejection
- The amount of ATF-hours is measured according to the reading/processing time of the article/course (standard values: veterinary journal: 200 words/minute excl. reference list; e-learning: 2 min/slide with technical content; video file: playing time).
- Courses which require an expert examination for certification (see above) are transmitted to experts by the ATF. According to the expert opinion the course will be certified, rejected or needs to be revised in accordance with the proposals of the expert. After revision the course must be reviewed by the expert again. If he agrees the course can now get an ATF-accreditation.
- Please note that the processing time for courses where an expert examination is needed can take up to **6 to 8 weeks or even longer**.
- Publication of the ATF-accreditation/ATF hours is only allowed after the applicant gets the ATF-certificate in written form.