



CVPP Extended Case Study Guidelines

1. The case studies should involve patient care delivered during the five-year period preceding the application date. They may pertain to perioperative, major acute medical or traumatic, or chronic pain management. The cases must present different pain related scenarios and should employ a well-structured, balanced analgesic strategy. They should reflect a coherent, cogent thought process regarding pain management, and patient assessment and management. The case studies should be of the caliber that they could be considered for publication in a peer reviewed journal such as JAVA or other peer reviewed journals indexed in Pubmed. Grammar, punctuation and spelling should be on a level consistent with that of a professional journalist.
 - a. Case Study Examples:
 - i. Case study: [Feline Urethral Obstruction](#)
 - ii. Case study: [Pain Management Following Tail Amputation in "Maxie"](#)
 - iii. Case study: [Oral Pain from Periodontal Disease in a German Shepard Dog](#)
2. The case studies must be in English, typed in 12-point font, Times New Roman, double spaced. Case studies will be limited to 10 pages for the body of the report. There may be one (1) title page, up to two (2) pages for references and up to two (2) "appendix" pages beyond the 10 pages of the body of the report.
3. Please use your application registration number (ARN) to name them as follows: ARN XX-XXXXXX-XX Case Report 1 and ARN XX-XXXXXX-XX and Case Report 2. The case report/studies should be saved in a PDF format. Cases will be scored by three (3) separate evaluators. Cases will be scored by two (2) independent evaluators and one (1) editor. Cases will be graded numerically and scores below 80% will yield a "FAIL, SUBMIT NEW CASE" designation. Those scored 80% and above will be designated as "PASS", "PASS WITH CLARIFICATION" or "PASS WITH REVISION" at the discretion of the evaluator. The three (3) evaluations will be compiled and averaged for each case.
4. The review criteria will be the same for all applicants.
5. Case report format (in order): Applicants are strongly encouraged to follow the guidelines posted on the IVAPM website for writing case studies. These are in place for a reason and reports that clearly disregard them, no matter how well written, will fail.
 - a. Cover page to include title and applicant registration number. Do not write your name anywhere on the report.
 - b. Include the applicant registration number (ARN) in the upper right-hand corner of each page.
 - c. The introduction should be on a separate page and state the type of pain management case featured in the report, a brief listing of therapeutic modalities and/or pharmaceuticals used, and the outcome. The IVAPM looks favorably upon an integrated, multidisciplinary and/or multimodal approach to the management of pain. This could include the use of physical modalities such physical rehabilitation, physiotherapy, acupuncture, etc. In addition to pharmacologic interventions.
 - d. The clinical report should consist of signalment, clinical history, findings, subjective assessments, and objective assessments including measurements, diagnostic findings, etc. A detailed description of the pain management protocol employed including all therapeutic

modalities and/or pharmaceuticals (to include dosages and references), and responses to therapy. Use of a pain or disability scale is required. All doses must be given in mg/kg, not mls. All laboratory data should be formatted in a table

- e. The clinical outcome should be a subjective and objective response to therapy (use of a pain or disability scoring system required). In chronic pain patients include recommended long-term pain management.
 - f. The discussion is the author's subjective critique. It can include rationale for use of analgesics and physical modalities, critical evaluation of patient care, deficiencies, and areas of possible case management improvement.
 - g. The summary provides an interpretive summary of the case report.
 - h. References must be included for all information derived from texts or search of pain related literature. They should be placed as endnotes to the document. References may include standard reference texts, online reference material (e.g. www.ivis.org , www.vin.com), published conference proceedings, and peer review literature as indexed in Pubmed (www.pubmed.org). References MUST include pages numbers. Authors may not simply list a book or webpage for numerous references. List the pages (or section for webpages) for each reference. Evaluators should be able to follow a reference to its source to verify it.
6. Evaluations will be emailed to applicants. Those needing clarifications, revisions or new cases will be given 45 days to submit these. Applicants will then be informed of their new scores within 30 days. Applicants with failing scores are encouraged to resubmit new cases the following year rather than attempting to write an entirely new case or two in 45 days while still studying for the impending exam.
 7. Resubmitted cases that have been revised or clarified should have the changes highlighted if possible.