



EXTERNSHIP DETAILS FORM

Goulburn Valley Equine Hospital

The application process:

- STEP 1:** Read the “**GVEH externship information document**”, available on the website
- STEP 2:** Download and fill in the “**application form**” and send it to GVEH (Practice Manager, Robert Ralston at robert.ralston@gvequine.com.au and the externship coordinator Gaby van Galen at gaby.vangalen@gvequine.com.au)
- STEP 3:** You will receive an email from us to let you know whether we can accommodate your request or not
- STEP 4:** If we can, we will reserve your time slot and we send you a second form (“**the externship details form**”). This will provide us with details of your professional indemnity and health insurance, flight, veterinary board registration, visa type, etc. For more information on these topics, please see the “**GVEH externship information document**”.
- STEP 5:** To obtain a final approval you will need to fill in the “**externship details form**” and return it to us. This form needs to be with us at least 2 weeks prior to your arrival.
- STEP 6:** When we receive this second document from you and approve of the information provided, we will send you a final confirmation of your externship

First Name:		Last Name:	
Nationality		Email Address:	
Address:		Phone Number:	

Professional indemnity insurance	I confirm that I have professional indemnity insurance: Yes No
	My professional indemnity insurance is arranged through: My university – Details: My employer– Details: Myself– Details:
	I confirm that my university or employer have been made aware of this externship and agree to cover the professional indemnity

Registration with the veterinary practitioners board of Victoria (VPRBV)	Please tick the option that fits your situation: I am a student, no need for registration I already hold a registration in Victoria I hold a AVBC accredited vet degree -> VPRBV general registration I hold a non AVBC accredited vet degree -> VPRBV specific registration
If you need registration, please confirm that you have received approval from the vet board	Yes <i>please include a copy of the document</i> No, not required
Visa Do you require a visa?	No, I am an Australian citizen or resident and do not require a visa Yes, I am not an Australian citizen or resident and require a visa
What type of visa do you need?	Business visitor visa (651) Working holiday visa (417) other:
I confirm that I have received approval for a visa	Yes <i>please include a copy of the document</i>
Health	Please provide us with two emergency contacts that speak English
	Name: Telephone number: Name: Telephone number:
What type of health insurance do you have during your stay in Australia?	I am Australian and I am covered by Medicare (with or without additional private providers) I am not Australian but am covered by one of the following options: <ul style="list-style-type: none"> - Reciprocal health insurance (through Medicare Australia has an agreement with certain countries to cover medical health care based on the health care insurance you have in your home country) - International or travel coverage through my personal health insurance plan from my home country - Coverage by an Australian private health care provider for internationals that are visiting Australia

Please provide details on your health insurance	Name provider: Country: Membership number:
Does your health insurance cover ambulance transport fees?	Yes No
Do you agree that we provide you with medical care, in case you cannot give your consent?	Yes No
What is your COVID vaccination status? (vaccination is required to visit GVEH)	I am not vaccinated I am fully vaccinated I have received booster(s) <i>please include proof of vaccination</i>
What is your vaccination status on other diseases? Please tick the box when you are vaccinated for these diseases. (vaccination is not required for these diseases but recommended)	Tetanus Q fever Rabies Japanese encephalitis
Do you have any medical conditions that we need to be aware of?	No Yes – Please specify
Transport	
How do you plan to travel to GVEH?	Car Plane, please fill in details below.

What date and time do you plan to arrive at GVEH?		
Do you have a car during your stay at GVEH?	Yes, a rental car Yes, my own car Other :	
Flight details	Arrival Flight number : Arrival time flight: Landing at which airport: How do you plan to travel from the airport to GVEH?	
	Departure Flight number: Departure time flight: Departing from which airport?	
Accommodation	I confirm that I have accommodation?	
	Where is your accommodation? Please specify below.	
Signature		
Date		

Send this completed form to the Practice Manager, Robert Ralston at robert.ralston@gvequine.com.au and the externship coordinator Gaby van Galen at gaby.vangalen@gvequine.com.au