



EQUINE RADIOGRAPH SET REQUIREMENT: Information for Equine Residents

Reviewed and revised June 2024

“Radiograph Sets” are one of several items that must be included in a completed EVDC *Credentials Application Package*.

Approval of an Equine Radiograph Set is required before a Credentials Application can be approved.

The form used by the Credentials Committee to review radiograph sets is available for your inspection.

It is strongly advised that residents and their resident director use the Credential Committee radiograph review form to complete a self-assessment of the radiograph set before submitting them to the Credential Committee for review. The comments included on the review form describe common reasons for non-approval of radiograph set submissions.

Radiographs of good quality are critically important for the diagnosis and treatment of oral diseases. An entry-level diplomate should know what perfect dental radiographs look like and how to produce them, including proper mounting, labeling, projection geometry, contrast and clarity

Timing of Submission: *This section applies only to residents with a registration date of January 1st 2022 or later.*

Understanding what an acceptable full-mouth radiograph set looks like and how to obtain it are fundamental items for a veterinary dental specialist. Therefore, Equine full-mouth radiograph sets are required to be **submitted in the first year** of a training program (Full-time program). If an initial submission is not approved, additional sets are to be submitted so that both sets have been **approved by the end of the second year** (Full-time program). OR Equine full-mouth radiograph sets are required to be **submitted in the first two years** of a training program (Part-time program). If an initial submission is not approved, additional sets are to be submitted so that both sets have been **approved by the end of the Third year** (Part-time program).

If a resident fails to have met either the submission in the first year or approval within two years requirements (Full-time program), OR submission in the first two years or approval within three years requirements (Part-time program) the status of her/his training program will be reviewed and the program may be suspended until the radiograph set requirement is met (i.e. no logging of cases, specialty hours, etc. will be permitted). Radiograph sets can be submitted year-round.

Two Radiograph Sets are Required:

Full-mouth dental series of an equine with full permanent dentition – premolars and molars.

Full mouth dental series of an equine species including intra-oral projections of the incisors.

An Equine radiograph set must include the following standard images:

For Premolars and molars

Laterolateral

Lateral 30°Dorsal-Lateral Oblique (left and right)

Lateral 45 ventral Oblique (left and right)

Dorsoventral

Lateral 15-20°Dorsal- open mouthed oblique (coronal projection) left and right.

For Incisors/canines

- Intra-oral Occlusal projection of the maxillary incisors
- Lateral 20°Dorsal (or ventral) oblique view of the canines (left and right)
- Lateral view of the incisors
- Intra-oral Occlusal view of the mandibular incisors

TMJ set included as requested in the training document, point 11.4.

1. **Each Equine Set should be taken from the same patient on the same occasion**
2. **Mounting:** The radiographs are to be mounted with rostral to the left of the picture and labeled.

Identification of RIGHT or (R) and LEFT or (L) must be present on each image template page to correspond with the side of the patient closest to the screen.

A **LEGEND** must be present below each radiograph. This legend is to identify the animal, date and the precise projection taken (Example: left lateral-right lateral projection). This may duplicate projection information on the radiograph if they have been fully annotated digitally

The label is to include: Date, approximate age (if known), breed (if known) **Sets that are submitted without proper labeling or mounting will be returned to the resident unreviewed.**

3. Radiographs that are correctly positioned but of poor exposure, contrast, clarity or that have other technical defects will not be approved, but will be appraised for constructive criticism.

Full mouth radiograph sets must be made on digital or computed radiography systems.

4. Examples of approved radiograph sets are available on the web site under Quick Links on the Resident Resources page.
5. Radiograph sets should not contain labels or other information that could identify the resident or hospital from which they were submitted (or these should be obscured).
6. The Radiograph Set must be approved by the Resident director and the appropriate form signed and uploaded signed and uploaded on DMS
7. The resident must keep copies of the original Dicom images in case the Credential Committee request clarification of the submitted radiographs.

Submitting a Radiograph Set

The quality of the image must be sufficient to ensure that zooming in to view parts of the image during review will not result in unacceptable loss of image quality. High quality files (.tiff, .jpg; bmp files or images embedded in a Word.doc file) are recommended – see details, below. Maximum file size permitted as a DMS submission is 50 MB.

DMS submissions must consist of images produced by:

ROENTGEN, William RadSet Eq.

Submissions are to be made via DMS –

- log into DMS,
- click the Begin New Document for Submission link on the right side of the *Welcome* screen,
- click Radiograph Set,
- click Equine

- upload the file by clicking [Attach File](#) on the top command line. Remember to include the completed Radiograph Set Submission Form as a file in the document.

Once the files are uploaded (you will see the file names in the document screen below the wide blue line), be sure to click the [Submit this Document](#) box in the yellow window on the right of the document screen and then click [Save Changes](#) in the top command line before exiting the document.

EVDC Process Following Submission

1. All radiograph sets will be evaluated with personal information of the trainee and supervisor redacted. Each radiograph set is assigned a code number by the Secretary and will be identified to the Credentials Committee members only by this number.
2. Comments and recommendations are forwarded by the review team members to the Chair of the Committee. If the majority of reviewers recommend approval, the radiograph set is approved. If there is no majority of opinion, the Chair reviews the radiograph set and the reviewers' comments, and casts a deciding vote. To view a copy of the EVDC Radiograph Set Evaluation Form, click [Cred Comm Radiograph Set Review Form](#) in the Radiograph section of the [Information for Registered Residents](#) web page.
3. The Credentials Committee may, at its discretion, request clarification if there are specific issues that would otherwise prevent approval of a radiograph set. In this case, a final decision will be withheld until a response to the '**Action Required**' DMS email notification is received from the resident.
4. For radiograph sets that are Not Approved, the Committee prepares a list of major reasons for non-approval.
5. The resident is informed of the results of the review by the Secretary.
6. The EVDC will, whenever possible, report the results of the review within 2 months of receipt of the radiograph set.

If a radiograph set is Not Approved, the specific views that were inadequate can be retaken and substituted into the original set. Note: The retaken images must be from the same cadaver as the original set. The revised set can then be re-submitted and will be reviewed by the same review group.

Radiographs - 2nd Review Request

Following receipt of a non-approval decision, the resident may submit a rebuttal, which is to include reasons why the resident considers each of the major concerns

listed by the Credentials Committee to be inappropriate. A **maximum of 30 days** is permitted for receipt by the Secretary of a Rebuttal of a non-approval case report or radiograph set decision.

A **Radiographs- 2nd review request** is not considered an appeal by EVDC and is sent to the members of the review team who originally reviewed the item. The decision on the rebuttal will be made as for any other item submitted to the Credentials Committee.

If the rebuttal does not result in approval of the item, the resident has the right to request that the original item and the rebuttal are considered as an Appeal of an Adverse Decision, which will be handled according to stated EVDC appeals procedures, (EVDC Bylaws Section 10).

Appeal

At any point in the document review process on any item reviewed by the Credentials Committee, the resident may elect to submit a formal Appeal to EVDC, **if there are grounds that the appraisal process has been improperly conducted. The appeal must be received within 90 days of notification of the adverse decision.** The EVDC Appeal Policy is available in the Appeals section of the Information for Registered Residents web page. The appeal 90-day deadline does not start if a rebuttal is submitted.

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