



Since 1947

## *Animal Clinic, Inc.*

133 - 28th Street, S.E. • Grand Rapids, MI 49548  
(616) 241-3651 • Fax (616) 241-3653  
E-MAIL: animalcl@12k.com



Dear potential volunteer guest and/or intern at the Animal Clinic:

Animal Clinic, Inc. has a proud tradition of being able to provide opportunities for individuals to enter our facility for the purpose of observations/volunteerism or for academic internships. We have been able to provide middle school students, high school students and college students an opportunity to view the veterinarian and their support staff in action. We volunteer our office, our time and our expertise to these individuals and are happy to share our day-to-day experience with them.

Along with providing volunteer appointments for inquiring individuals at our practice, we also have provided a variety of other opportunities to the Grand Rapids area to learn about veterinary medicine. Here are a few places you may have seen or heard about us:

- John Ball Zoo veterinarians
- Veterinarians for the Grand Rapids Police Canine Unit
- Veterinarians for the Allegan County Sheriff Department Canine Unit
- Wildlife treatment and release
- Television: with Jerry Barnaby and GVSU
- Radio: WOOD with Gary Allen
- Newspaper: bulletproof vests for GRPD canines
- Great Lakes Avicultural Society: Drs. Bennett and Distelberg have spoken to group
- Speaking engagements at area public schools, including GRCC

You are interested in veterinary medicine and/or our practice operation. We invite you to read through the following pages. Once you have read through the FAQ's, feel free to pick up a **Request to Observe** application from our staff. After you have completed the form, return it to our office and a supervisory technician will call you within a week to discuss a possible arrangement.

We appreciate your interest in the veterinary profession and specifically our practice. We will attempt to coordinate an experience for you in a timely fashion; however, you may be well served in applying at several different practices.

If you have any further questions, please ask any of our staff members.

Shelley Johnson  
Hospital Manager

## Frequently Asked Questions

### **Who do you allow to volunteer/observe/intern at the Animal Clinic?**

Most arrangements are made in accordance with an academic agenda from a variety of different academic levels. The levels span middle school students fulfilling a “job shadow” obligation all of the way to the senior veterinary student fulfilling a professional internship requirement from a university.

### **How do I volunteer or set up an observation/internship?**

There is an application that every individual must fill out for this purpose. This application tells us a little about you and what your immediate goal/purpose is in relation to our facility/profession.

### **Would I be able to arrange a long-term internship through the Animal Clinic?**

The Animal Clinic traditionally has honored one to two internship requests per semester for those college students who are currently enrolled in a veterinary medicine program. We have occasionally honored requests for semester-long internships for college students who will be enrolling in a veterinary program soon. We have also extended that opportunity to high school students on occasion as well.

### **Who or what will I observe?**

You will observe our professional veterinary staff interacting with our clients and establishing treatments and/or surgeries on their pets. You may see domestic animals, wildlife animals or possibly a member of John Ball Zoo population undergoing treatment or surgery. Your exposure behind the scenes in our clinic will enhance your perception and understanding of the dedication and commitment of all of our veterinary staff members to the profession of animal care.

### **Is there a waiting list to set up an observation/internship?**

Yes. Once you have filled out the application, a supervisor/technician will review your application and call you within a week. At this time, they will inform you of a possible wait time and make arrangements accordingly. Due to the clinic’s overwhelming popularity and busy scheduling, the clinic must only allow two guests per week. This is to control our work environment in regards to safety of pets and our staff and simultaneously deliver top-notch service/treatment to our patients and their owners.

### **Are there age minimum requirements for volunteering/observations/internships?**

There are not specific age minimums in place at this time. However, historically we have been able to successfully schedule experience-appropriate appointments tailored to each individual. For example, a sixth-grade student who has had experience with pets most of his/her life may be able to sustain a 4 to 8 hour appointment in our clinic versus a same aged student who has not been around pets/animals during his or her life would most likely be scheduled a 2 to 4 hour appointment.

**May I volunteer or observe at the Animal Clinic if it is not “school related”?**

Yes. We generally schedule in two-week increments with no more than two days per week to start. The appointments may be 4 or 8 hours increments dependent upon experience of the individual. If the arrangement is mutually beneficial for the volunteer and the practice, that term may be extended upon availability.

**If I am able to schedule an opportunity to visit the Animal Clinic, is there a dress code?**

We ask that any guest in our practice present him or herself in a professional manner. Remember, you may be representing yourself, your family, your school and temporarily, our practice. Clean, pressed, practical casual dress is acceptable. We will provide appropriate scrub tops, pants and gowns for those who will be engaged in any “hands-on” activity.

**I am interested in zoo medicine. Is there a possibility to shadow a doctor during veterinary rounds at John Ball Zoo?**

It is possible but there is usually a waiting list. It is advisable to fill out the Request to Observe application and mark the appropriate area indicating a zoo trip. Again, our supervisory technician will call you within a week of receiving your application to discuss. If you are able to schedule a visit to shadow one of our veterinarians, you are on your own as far as transportation to and from the zoo. We will inform you of the date, time and location to meet the veterinarian/zoo staff.

**I would like to volunteer at the zoo. How may I arrange this?**

We do not set up John Ball Zoo volunteers. You need to call the zoo directly for volunteer information.

**If I have a scheduled appointment to be a guest at the Animal Clinic and am not able to keep that appointment, whom should I contact? May I reschedule?**

We would appreciate your call as soon as possible. Our number is: 616-241-3651. We do not acknowledge messages left on our answering machine after business hours nor do we have an after hours number available. Our business hours are 7:00 a.m. to 8:00 p.m. Monday through Friday and 8:00 a.m. to 2:00 p.m. Saturdays. Leave a message with the receptionist that includes the date and time you were to be expected and the name of the supervisory technician with whom you had made arrangements. As far as rescheduling, we allow one rescheduling per person. It is your responsibility to contact your supervising technician to arrange this.

**Are there any paid internships at the Animal Clinic?**

No. All internships are volunteer-based.