

Shelter Case Report Grading sheet (rev. 2024)

	4 pts	3 pts	2 pts	1 pt	0 pts
Title	Title accurately describes the contents of the case report		Title somewhat describes the contents of the case report		Title does not accurately describe the contents of the case report
Introduction of topic	Provides a complete overview of the general concept of the paper (~ 1 paragraph)	Mostly complete overview of the general concept of the paper (~ 1 paragraph)	Somewhat complete overview of the general concept of the paper (may be more than ~ 1 paragraph)	Section is an incomplete overview of the general concept of the paper (may be more than ~ 1 paragraph)	Intro is missing or does not provide an overview of the general concept of the paper
Literature review	Literature cited is current and high quality. No more than 3 top clinical problems are stated. Includes complete, concise, and thorough description of the pathophysiology, typical history and presentation, differential diagnoses, and diagnostic approach for each clinical problem. Includes complete synopsis of the treatment and management options for the clinical problem or diagnosis, and current recommended therapies/procedures. Expected outcome and prognosis is discussed. Clearly highlights all of the differences & challenges that resulted from managing the case in a shelter	Literature cited is mostly current and high quality. No more than 3 top clinical problems are stated. Includes mostly complete, concise, and thorough description of the pathophysiology, typical history and presentation, differential diagnoses, and diagnostic approach for each clinical problem. Includes mostly complete synopsis of the treatment and management options for the clinical problem or diagnosis, and current recommended therapies/procedures. Expected outcome and prognosis is discussed. Highlights most of the differences & challenges that resulted from managing the case in a shelter environment vs. a client owned	Literature cited is somewhat current and high quality. There may be more than 3 top clinical problems stated. Includes somewhat complete, concise, and thorough description of the pathophysiology, typical history and presentation, differential diagnoses, and diagnostic approach for each clinical problem. Includes somewhat complete synopsis of the treatment and management options for the clinical problem or diagnosis, and current recommended therapies/procedures. Expected outcome and prognosis may not be discussed fully. Highlights some, but not all of the differences & challenges that resulted from managing the case in a shelter environment	Literature cited is not current or high quality. More than 3 top clinical problems may be stated. Includes incomplete, inconcise, and less than thorough description of the pathophysiology, typical history and presentation, differential diagnoses, and diagnostic approach for each clinical problem. Includes incomplete synopsis of the treatment and management options for the clinical problem or diagnosis, and current recommended therapies/procedures. Expected outcome and prognosis is poorly discussed. Incomplete description of differences & challenges that resulted from managing the case in a shelter environment vs. a client owned	Literature cited is not current or high quality, and is incomplete for the problems discussed. May have more than 3 top clinical problems stated. Does not include complete, concise, and thorough description of the pathophysiology, typical history and presentation, differential diagnoses, and diagnostic approach for each clinical problem. Does not include complete synopsis of the treatment and management options for the clinical problem or diagnosis, and current recommended therapies/procedures. Expected outcome and prognosis is not discussed. Fails to address differences & challenges that resulted from managing the case in a

	environment vs. a client owned animal in a home environment.	animal in a typical home environment. 1-2 significant omissions.	vs. a client owned animal in a typical home environment. More than 2 significant omissions.	animal in a typical home environment. Several significant omissions.	shelter environment vs. a client owned animal in a typical home environment.
Case report	Includes a complete description of the patient or population, the chief complaint, and relevant history, clinical findings and diagnostic findings All relevant procedures, medications, complications, co-morbidities, and justification for deviations from standard procedures are discussed. Outcome includes patient or case outcome, results of clinical procedures or medical management, and full follow up of the case. Completely details shelter's intake, housing and population. Author's role in case mgmt is clearly stated and details when they became involved with the case and what factors were outside of their control. For pop'l cases – baseline and follow-up data are fully discussed and displayed tabular form.	Includes a mostly complete description of the patient or population, the chief complaint, and relevant history and clinical findings. 1-2 significant omissions present. Includes most relevant procedures, medications, complications, co-morbidities, and justification for deviations from standard procedures. Outcome includes most of the information for patient or case outcome, results of clinical procedures or medical management, and full follow up of the case. Shelter intake, housing and population info mostly complete. Author's role in case mgmt is mostly stated and details when they became involved with the case and what factors were outside of their control. For pop'l cases – baseline and follow-up data are mostly discussed and presented in tabular form. 1-2 significant omissions present	Includes a somewhat complete description of the patient or population, the chief complaint, and relevant history and clinical findings. More than 2 significant omissions. Includes some relevant procedures, medications, complications, co-morbidities, and justification for deviations from standard procedures. Outcome includes some patient or case outcome, results of clinical procedures or medical management, and full follow up of the case. Somewhat details shelter's intake, housing and population. Author's role in case mgmt is partially stated and partially details when they became involved with the case and what factors were outside of their control. For pop'l cases – baseline and follow-up data are somewhat discussed and partially presented in tabular form. More than 2 significant omissions	Includes minimal description of the patient or population, the chief complaint, and relevant history and clinical findings. Several significant omissions. Includes few relevant procedures, medications, complications, co-morbidities, and justification for deviations from standard procedures. Outcome does not include full patient or case outcome, results of clinical procedures or medical management, and full follow up of the case. Minimally details shelter's intake, housing and population info. Author's role in case mgmt is not clearly stated and does not clearly detail when they became involved with the case or what factors were outside of their control. For pop'l cases – baseline and follow-up data are minimally discussed and minimally presented in tabular form. Several significant omissions.	Does not include description of the patient or population, the chief complaint, and relevant history and clinical findings. Does not include relevant procedures, medications, complications, co-morbidities, or justification for deviations from standard procedures. Outcome does not include patient or case outcome, results of clinical procedures or medical management, or full follow up of the case. Fails to discuss shelter's intake, housing and population info. Fails to discuss author's role in case management and does not address when they became involved with the case or what factors were outside of their control. For pop'l cases – report fails to discuss baseline and follow-up data.

Discussion and critique	Complete analysis of all aspects of case mgmt, including behavioral/physical health, quality of life, outcomes and implications for the pop'l & shelter, such as pertinent statistics for pop'l level cases, role of the applicant, and implications of a similar case being managed in other shelter settings.	Mostly complete analysis of all case mgmt aspects (behavioral/physical health, quality of life, outcomes and implications for the pop'l & shelter, such as pertinent statistics for pop'l level cases, role of the applicant, and implications of a similar case being managed in other shelter settings.) 1-2 significant omissions	Partial analysis of case mgmt aspects (behavioral/physical health, quality of life, outcomes and implications for the pop'l & shelter, such as pertinent statistics for pop'l level cases, role of the applicant, and implications of a similar case being managed in other shelter settings.) More than 2 significant omissions.	Incomplete analysis of case mgmt aspects (behavioral/physical health, quality of life, outcomes and implications for the pop'l & shelter) with incomplete discussion pop'l level statistics, , role of the applicant, and implications of a similar case being managed in other shelter settings. Several significant omissions present.	Fails to address components of case mgmt (behavioral/physical health, quality of life, outcomes and implications for the pop'l & shelter) Fails to present any pertinent statistics for pop'l level cases, role of the applicant, and implications of a similar case being managed in other shelter settings.
Endnotes	Endnotes are present and properly cited for all appropriate items		Endnotes are mostly present and properly cited for all appropriate items		Endnotes are not present and/or are improperly cited for all appropriate items
References	References are current, applicable, and comprehensive for all of the problems identified and discussed	Most relevant and current applicable references are cited	References are listed, but more current, applicable, or specific references are available	Includes few relevant references for the topics of discussion	References are inappropriate or incomplete for the topics of discussion
Labs	Lab results are labeled, legible, and in chronological order. They are relevant to the case and clearly displayed and described in the case report.		Lab results are present in the report, but are not entirely relevant to the case or could be more clearly displayed or described in the case report.		Lab results are not labeled, are illegible, and/or are not in chronological order. Lab results are missing.
Overall impression A	This case report demonstrates case management commensurate with an ABVP diplomate level of practice.				This case report does not demonstrate case management commensurate with an ABVP diplomate level of practice.
Overall impression B	Case report effectively demonstrates applicant's clinical				Case report does not effectively demonstrate applicant's clinical

	acumen, expertise and ability to thoroughly work-up a case and follow it from beginning to end. Overall structure and presentation of the document has minimal organizational, grammatical or spelling errors and is of professional quality.				acumen, expertise and ability to thoroughly workup a case and follow it from beginning to end. Overall structure and presentation of the document has multiple, significant organizational, grammatical or spelling errors and is not of professional quality.
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Case Report Scoring chart

Section	Weighted percent	Points awarded (0-4)	Total points (points X section weight)	Total possible points for section
Title	5			20
Introduction of topic	7.5			30
Literature review	20			80
Case report	30			120
Discussion and critiques	25			100
Endnotes	5			20
References	7.5			30
Labs/tables	5			20
Overall impressions A	Yes/No		Need a YES in this section or entire CR does not pass	
Overall impressions B	Yes/No		Need a YES in this section or entire CR does	

			not pass	
Total Word Count does not exceed 19,000 words	Yes/No		Need a YES in this section or entire CR does not pass	
Formatting Requirements				
Formatting Criteria 1. PDF file format 2. Times, Arial, Calibri, or Helvetica font; size 11 or 12 3. Labs, Tables & Figures located in chronological order in a section at the end of the paper	Yes/No		A 5-point deduction to the overall score of the case will be assessed for each formatting criteria that does not meet the requirements.	
		*Any sections marked 0 will fail the paper		420

Requirements for a case report to pass:

- 1) Minimum score of 70% (273 out of 390 points)
- 2) No individually graded section received a score of “0”
- 3) Both overall impressions sections (A & B) received a “Yes”
- 4) Total document word count cannot exceed 19,000 words (does not include references, endnotes or tables)