



Animal &
Plant Health
Agency

APHA Briefing Note 20/24

A reminder to OVs of their responsibility to keep their details up to date on their Improve International Personal Training Dashboard

Date issued: 03 June 2024

Purpose

To remind Official Veterinarians (OVs) of their responsibility to ensure that their contact and work location details on their Improve International Personal Training Dashboard are accurate at all times.

To ask OVs to review their details and to update information as applicable.

Background

It is the responsibility of each OV to update their records on their Improve International Personal Training Dashboard, including when moving between practices (see para 15 of the Policy for authorisation of Official Veterinarians (OVs) in Great Britain [OV13](#)).

Every six months, OVs are sent a status update email which also reminds them to check that their details are up to date.

However, after a review of a selection of OV accounts on the OV database, it has become clear that some have incorrect location and practice details and are at odds with the data held on Sam. This is causing issues, especially in relation to TB management information and reporting.

APHA and Improve International also rely upon the records for contact details including telephone numbers and email addresses. Important communications including training reminders, notification of OV status changes and APHA briefing notes are sent to the contact details provided.

APHA is an Executive Agency of the Department for Environment, Food and Rural Affairs and also works on behalf of the Scottish Government, Welsh Government and Food Standards Agency to safeguard animal and plant health for the benefit of people, the environment and the economy.

Failure to ensure that your details are correct on your training dashboard is a non-compliance with the OV13.

Action

OVs must review all information on their Personal Training Dashboard to ensure accuracy.

Please access your Personal Training Dashboard by logging on at improve-ov.com/login. Your details can then be viewed and updated by clicking the 'Update details' link on the lefthand side.

If you are a locum, please state this in the comments box in the 'Update details' section. If you are working in more than one practice at a time, make sure all the practice addresses are entered in the comments box.

If you are a locum and a TB tester, please let the APHA OV team know which practices you will be working for so that you can be added to the practice account on Sam.

OVs must make any necessary changes within one month of this Briefing Note being issued. Further checks will then be carried out by the APHA OV team. Failure to update information may result in further investigation and possibly suspension of authorisation.

OVs are also asked to encourage colleagues (please note this is also relevant to ATTs) who may not have updated their contact details yet, to do so as soon as possible.

Further Information

APHA OV Team:

Email: CSCOneHealthOVTeam@apha.gov.uk

Improve International OV team:

Tel: 0330 202 0380

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