

Veterinary Extension of SNOMED CT[®] (VetSCT) Content Request System User Guide

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1 Introduction

This document is intended to provide guidance to registered users of the Veterinary Extension of SNOMED CT (VetSCT) on the use of the Content Request System (CRS) for suggesting additions or modifications to content within the VetSCT.

2 Who May Submit a Content Request

Please note that only registered, licensed users may use the CRS. To become a registered, licensed user, you must register for a license with National Library of Medicine's UMLS. We use their authentication service to verify that you are eligible for access to the CRS and downloadable SNOMED derivatives. Registered users consent to receive notifications when the VetSCT and its subset are updated and when their content request statuses are updated. Users must be logged in to access the CRS system. Users may login or register for an account [here](#):

<https://vtsl.vetmed.vt.edu/loginform.cfm>.

It may take up to 3 business days for UMLS approval of registration requests.

If you are ineligible for a National Library of Medicine UMLS Account, please email us at vtsl.info@vt.edu to discuss access.

3 Where to Submit a Request

The VetSCT Content Request System may be accessed [here](#):

<https://vtsl.vetmed.vt.edu/CRS>

4 Request Priority

Requests are evaluated based on content team time availability and priority of requests, as determined by justification and use case. Users may request priority review for specific projects for a negotiated consultation fee. Contact VTS at vtsl.info@vt.edu to request priority review of content requests. Priority review may be denied if time availability or other high priority project requirements do not allow accommodation of the request.

5 Types of Requests

5.1 New Concept

A request for a new concept must consider existing content and align with the existing Editorial Guidance. VetSCT generally follows the guidance outlined in the SNOMED CT Editorial Guide. The SNOMED CT Editorial Guide can be accessed [here](https://docs.snomed.org/snomed-ct-specifications/snomed-ct-editorial-guide):

<https://docs.snomed.org/snomed-ct-specifications/snomed-ct-editorial-guide>

5.2 New Description

A request for new descriptions of an existing concept can be made if the request aligns with existing Editorial Guidance. The following are examples of New Description Requests:

- New Fully Specified Name
- New VTSL preferred synonym
- New acceptable synonym

5.3 Concept Edit

A request to modify an existing concept can be made if the request aligns with existing Editorial Guidance. Please ensure that a clear justification for requesting a modification is supplied with the request. The following are examples of Concept Changes:

- Inactivate a concept
- Inactivate a description
- Request clarification on what a concept means with suggested changes
- Request clarification on how the concept is modeled with suggested changes
- Request to correct spelling on one or more synonyms
- Request to add the concept to a specific VTS Subset (Small Animal PDT/Equine PDT).

6 Submission Checklist

When making a submission for an addition or change to VetSCT, please follow the steps below. Please include all requested information to improve the efficiency of processing requests and to avoid misunderstandings.

6.1 Check the Most Recent Version of the VetSCT

Please check the most recent version of the VetSCT [here](https://vtsl.vetmed.vt.edu/browser) (https://vtsl.vetmed.vt.edu/browser) to ensure that the desired change does not already exist. If the desired concept exists with slightly different wording but the same conceptual meaning, a new concept request must not be submitted, as the concept already exists. In these situations, a new synonym request can be made.

6.2 Review the Editorial Guide

The VetSCT content generally conforms to the Editorial Guide for the International Edition of SNOMED CT. The Editorial Guide may be reviewed [here](https://docs.snomed.org/snomed-ct-specifications/snomed-ct-editorial-guide):

<https://docs.snomed.org/snomed-ct-specifications/snomed-ct-editorial-guide>

6.3 Review Submissions

Prior to submitting a new request, view the submissions of others to ensure that the desired change has not already been requested. To view the submissions of others, select "View Requests" from the CRS main page or the task bar at the top of the page, then select "[Click here](#) to show Requests from Other Users." See the screenshots below for more details.



Content Request System

New Concept | Concept Change | New Description | View Requests

Your Requests

[Click here to show Requests from Other Users](#)

New Concept	
TERMS	
Incomplete ossification of cuboid bone of tarsus (disorder)	M
Incomplete ossification of cuboid bone of carpus (disorder)	M

6.4 Provide Clear Justification for the Edit or New Request

Provide a detailed explanation of the reason for the request and associated use cases. When requesting a new concept, be sure to define the concept clearly. These details will assist the content team during the content authoring process. Requests with broadly applicable justifications and use cases will be prioritized.

6.5 Provide a Reference

Submissions must be accompanied by at least one reference supporting the new content or change. References should be recent and sourced from authoritative sources like scientific or professional journals. Pet owner and patient education websites are not considered to be authoritative sources. Please see [Appendix B](#) for suggested references sources.

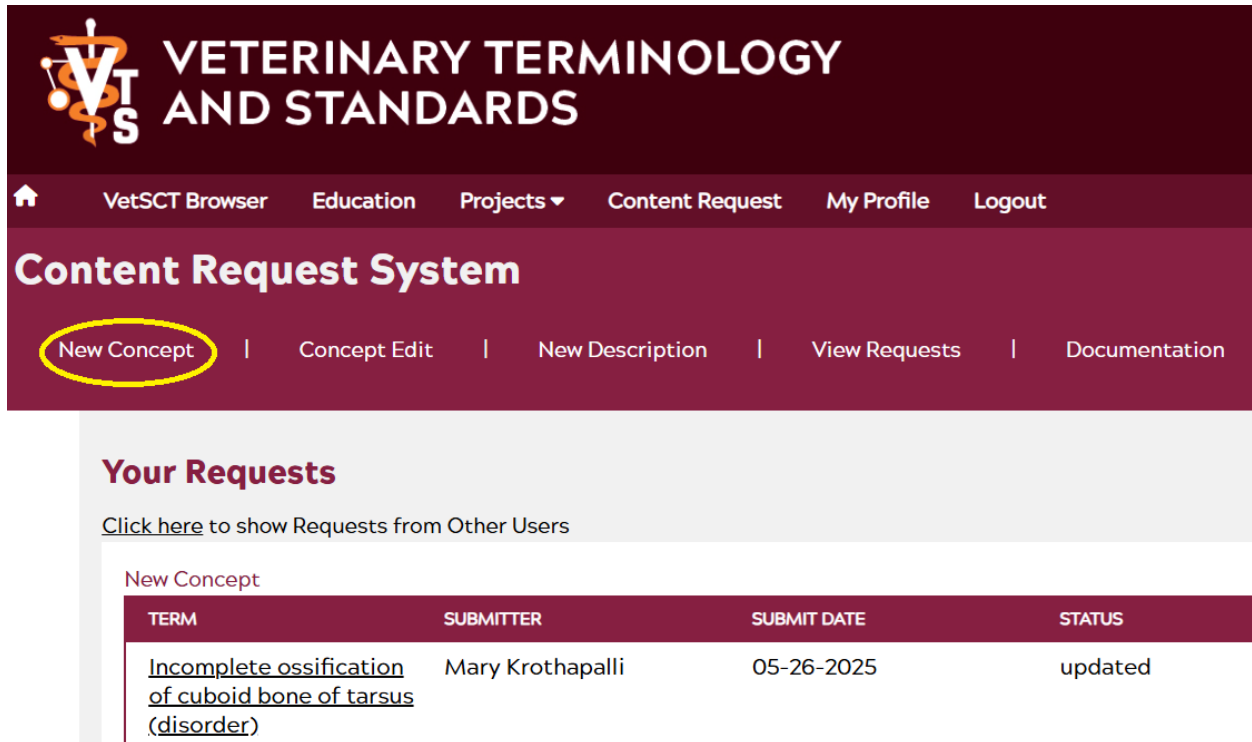
6.6 Monitor the Status of the Request

The request status will be updated as the content team evaluates the request. Request status definitions can be found in [Appendix A](#). By using the CRS, you are consenting to receive email notifications associated with your requests. When the status of a request is updated, an email notification will be sent to the email account associated with your VTS account. If the content team requires clarification, they will update the status to “Clarification” and comment on the

concept with a clarification question. Be sure to respond to clarification questions within 60 days to avoid denial of the request due to inactivity.

7 New Concept Request

7.1 Select "New Concept" from the navigation bar.



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Content Request System

[New Concept](#) | [Concept Edit](#) | [New Description](#) | [View Requests](#) | [Documentation](#)

Your Requests

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New Concept

TERM	SUBMITTER	SUBMIT DATE	STATUS
Incomplete ossification of cuboid bone of tarsus (disorder)	Mary Krothapalli	05-26-2025	updated

7.2 Search for a Suggested Parent Concept

Enter the concept ID (SCTID) or search term to search the database for the Parent Concept. Your search may be narrowed by hierarchy by utilizing the "Search in" drop down menu. Click "Search" to generate results.

Begin New Concept Request

Suggest Parent

Enter concept ID (SCTID) or search term to find suggested parent:

Search in: All Hierarchies

7.3 Select a Suggested Parent Concept

If you enter a search term, a list of search results will be displayed. If you did not search a specific hierarchy, you may narrow your search results at this stage by using the "Narrow By Hierarchy" menu. If you enter a SCTID, the concept will automatically display.

Select New Concept Parent

Enter Search Term:

Search in: All Hierarchies

Narrow By Hierarchy

+ [Organism \(23\)](#)

+ [Social Context \(1\)](#)

Click on fully specified name link to select concept

1-24 of 24 Records

Fully Specified Concept	Other Description(s)	Hierarchy
Whale (organism) (20689007)	Whale	Organism
Physeter macrocephalus (organism) (329751000009101)	Physeter catodon; Physeter macrocephalus; Sperm whale	Organism
Globicephala (organism) (47918004)	Globicephala; Pilot whale	Organism
Sperm whale (organism)	Sperm whale	Organism

Select a concept to review its definition. Click "Confirm" to select the displayed concept as the Suggested Parent. Click "Back to Search" to review other concepts.

Complete New Concept Request

Confirm New Concept Parent

[Confirm](#)[Back to Search](#)

Whale (organism) | 20689007

SNOMED Definition:

Is a Order Cetacea (organism)

This concept's defining relationships are necessary but do not sufficiently define it (a.k.a. primitive).

Descriptions (Synonyms):

Synonym: Whale

Synonym: Whale, NOS

US English:

Preferred: Whale [Description ID:34812013]

GB English:

Preferred: Whale [Description ID:34812013]

7.4 Enter the Suggested Fully Specified Name (FSN)

The FSN should be a unique term that captures the meaning of the concept. Guidelines for creating FSNs may be found in the [SNOMED CT Editorial Guide](#). Often, the FSN is not the most common clinical or natural language term for the concept. Click "Add" to advance to the next step.

Complete New Concept Request

Create New Concept FSN

Enter Fully Specified Name:

[Add](#)

7.5 Add a VTSL Preferred Term

The VTSL Preferred Term is most often the same as the FSN, minus the semantic tag. If an error is made when adding a term, the term may be removed by selecting the box next to the affected term and clicking "Remove Selected Descriptions."

Complete New Concept Request

Selected Parent(s)

Whale (organism) (20689007)

Suggested Descriptions

TERM	DESCRIPTION TYPE
☐ Eschrichtius robustus (organism)	Fully Specified Name

Remove Selected Descriptions

Enter New Description

Term: Eschrichtius robustus

Add

DescriptionType: VTSL Preferred ▼

7.6 Add Synonyms (Optional)

Add any additional requested synonyms for the concept. Synonyms are terms or phrases, other than the FSN, that represent a concept. Each concept can have one or more synonyms. Synonyms are often the most common clinical terms for the concept. Synonyms should represent the same meaning as the concept and should be neither more specific nor broader than the conceptual meaning. More details can be found in the [SNOMED Editorial Guide](#).

Complete New Concept Request

Selected Parent(s)

Whale (organism) (20689007)

Suggested Descriptions

TERM

☐ Eschrichtius robustus (organism)

☐ Eschrichtius robustus

Remove Selected Descriptions

DESCRIPTION TYPE

Fully Specified Name

VTSL Preferred

Enter New Description

Term: Gray whale

Add

DescriptionType:

7.7 Complete Additional Request Information

“Request Details” should contain a definition and description of the concept you are requesting. “Justification for Request” should describe why the concept is needed and how it will be used. “References” should contain at least one reference from an authoritative source that supports the concept definition. Each field is limited to 1000 characters.

Additional Request Information

***Request Details:**

Requesting new concept for gray whale, scientific name Eschrichtius robustus.

***Justification for Concept:**

Why is this concept or change needed? Where or how will it be used?

Our lab requires this concept to properly record routine samples that are submitted for testing from gray whales in our LIMS.

***References:**

Please provide at least one reference. Authoritative sources preferred.

https://www.itis.gov/servlet/SingleRpt/SingleRpt?search_topic=TSN&search_value=180521#null

<https://www.catalogueoflife.org/data/taxon/3BH49>

Submit

7.8 Submit the Request

Click "Submit" at the bottom left of the page once all additional information has been entered to complete your New Concept Request.

8 New Description Request

8.1 Select "New Description" from the navigation bar.

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Content Request System

[New Concept](#) |
 [Concept Edit](#) |
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 [Documentation](#)

Your Requests

[Click here](#) to show Requests from Other Users

New Concept

TERM	SUBMITTER	SUBMIT DATE	STATUS
Incomplete ossification of cuboid bone of tarsus (disorder)	Mary Krothapalli	05-26-2025	updated

8.2 Search for the Concept Associated with the New Description

Enter the concept ID (SCTID) or search term to search the database for the Concept. Your search may be narrowed by hierarchy by utilizing the "Search in" drop down menu. Click "Search" to generate results.

Begin New Description Request

Select Concept

Enter concept ID (SCTID) or search term to find concept that needs a new description(s):

neonatal encephalopathy

Search in:

8.3 Select the Concept Associated with the New Description

If you enter a search term, a list of search results will be displayed. If you did not search a specific hierarchy, you may narrow your search results at this stage by using the "Narrow By Hierarchy" menu. If you enter a SCTID, the concept will automatically display.

Select Concept for New Description(s)

Enter Search Term:

Search in: All Hierarchies 

Narrow By Hierarchy

- + [Clinical findings \(763\)](#)
- + [Disorder \(707\)](#)
- + [Procedure \(24\)](#)
- + [Physical object \(23\)](#)
- + [Organism \(12\)](#)
- + [Qualifier value \(11\)](#)
- + [Context Dependent categories \(8\)](#)
- + [Observable entity \(4\)](#)
- + [Staging and Scales \(4\)](#)
- + [Events \(3\)](#)
- + [Special concept \(3\)](#)
- + [Social Context \(2\)](#)
- + [Body structure \(2\)](#)
- + [Record artifact \(1\)](#)
- + [Environments and geographical location \(1\)](#)

Click on fully specified name link to select parent concept of new concept

1-30 of 861 Records [Next 30](#)

Fully Specified Concept	Other Description(s)	Hierarchy
Neonatal encephalopathy (disorder) (95628005)	Dummy foal syndrome; Neonatal encephalopathy	Clinical findings, Disorder
Disorder of brain (disorder) (81308009)	Disorder of brain; Encephalopathy	Clinical findings, Disorder

Select a concept to review its definition. Click "Confirm" to select the displayed concept as the Suggested Parent. Click "Back to Search" to review other concepts.

Complete Description Request

Confirm Concept

[Confirm](#)[Back to Search](#)

Neonatal encephalopathy (disorder) | 95628005

SNOMED Definition:

Is a Central nervous system dysfunction in newborn (disorder)

Is a Disorder of brain (disorder)

Group 1

Occurrence (attribute) Neonatal (qualifier value)

Finding site (attribute) Brain structure (body structure)

This concept's defining relationships are necessary but do not sufficiently define it (a.k.a. primitive).

Descriptions (Synonyms):

Synonym: Neonatal encephalopathy

Synonym: Dummy foal syndrome

US English:

Preferred: Neonatal encephalopathy [Description ID:158408011]

GB English:

Preferred: Neonatal encephalopathy [Description ID:158408011]

VTSL Veterinary Preferences:

Accepted: Dummy foal syndrome [Description ID:843110000001101]

8.4 Enter the New Description

Descriptions or synonyms are terms or phrases, other than the FSN, that represent a concept. Each concept can have one or more synonyms. Synonyms should represent the same meaning as the concept and should be neither more specific nor broader than the conceptual meaning. More details can be found in the [SNOMED Editorial Guide](#).

Type the new description into the text box, select the type of description from the drop-down menu, and click "Add". The requested Description will be displayed under "Suggested Descriptions." Multiple Descriptions may be requested for the associated concept.

Complete Description Request

Current Concept

Neonatal encephalopathy (disorder) | 95628005

SNOMED Definition:

Is a Central nervous system dysfunction in newborn (disorder)

Is a Disorder of brain (disorder)

Group 1

Occurrence (attribute) Neonatal (qualifier value)

Finding site (attribute) Brain structure (body structure)

This concept's defining relationships are necessary but do not sufficiently define it (a.k.a. primitive).

Descriptions (Synonyms)

[Back to Search](#)

Suggested Descriptions

TERM	DESCRIPTION TYPE
☐ Neonatal maladjustment syndrome	Synonym

Remove Selected Descriptions

Enter New Description

Term:

DescriptionType:

Add

8.5 Complete Additional Request Information

“Request Details” should contain details of the description you are requesting. “Justification for Request” should describe why the description is needed and how it will be used. “References” should contain at least one reference from an authoritative source that supports the concept definition. Each field is limited to 1000 characters.

Additional Request Information

*Request Details:

Requesting addition of synonym "Neonatal maladjustment syndrome"

*Justification for Concept:

Why is this concept or change needed? Where or how will it be used?

Clinicians have requested the addition of this synonym in our EHR system. Resources indicate that this condition is now referred to as Neonatal maladjustment syndrome.

*References:

Please provide at least one reference. Authoritative sources preferred.

<https://www.merckvetmanual.com/management-and-nutrition/management-of-the-neonate/neonatal-encephalopathy-in-foals>

<https://pmc.ncbi.nlm.nih.gov/articles/PMC5615300/>

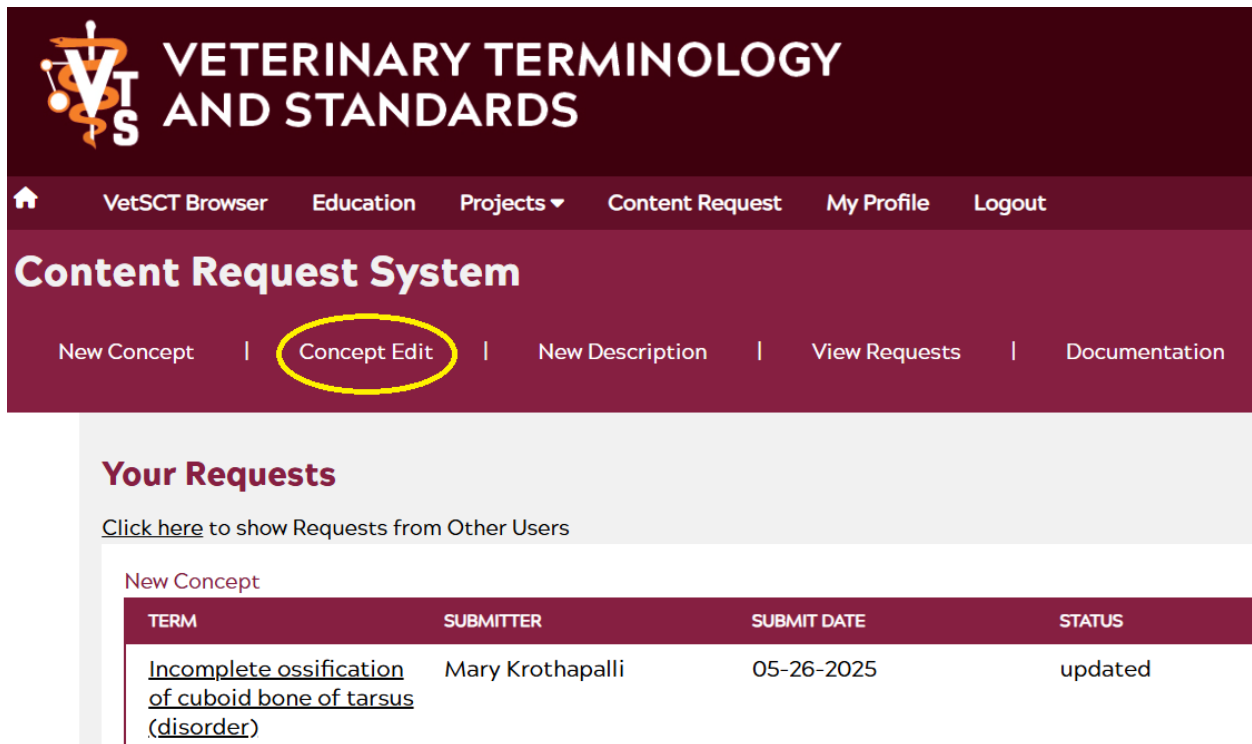
Submit

8.6 Submit the Request

Click "Submit" at the bottom left of the page once all additional information has been entered to complete your New Description Request.

9 Concept Edit Request

9.1 Select "Concept Edit" from the navigation bar.



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Content Request System

New Concept | **Concept Edit** | New Description | View Requests | Documentation

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New Concept

TERM	SUBMITTER	SUBMIT DATE	STATUS
Incomplete ossification of cuboid bone of tarsus (disorder)	Mary Krothapalli	05-26-2025	updated

9.2 Search for the Concept Associated with the Concept Edit Request

Enter the concept ID (SCTID) or search term to search the database for the Concept. Your search may be narrowed by hierarchy by utilizing the "Search in" drop down menu. Click "Search" to generate results.

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Begin Change Request

Select Concept

Enter concept ID (SCTID) or search term to select concept:

amputated digit quadraped

SearchReset

Search in:

All Hierarchies

9.3 Select the Concept Associated with the Concept Edit Request

If you enter a search term, a list of search results will be displayed. If you did not search a specific hierarchy, you may narrow your search results at this stage by using the "Narrow By Hierarchy" menu. Select the desired concept from the results list. If you enter a SCTID, the concept will automatically display.

Select Concept

Enter Search Term:

amputated digit quadraped

SearchReset

Search in:

All Hierarchies

Narrow By Hierarchy

- + [Clinical findings \(547\)](#)
- + [Disorder \(493\)](#)
- + [Body structure \(378\)](#)
- + [Procedure \(25\)](#)
- + [Morphologic abnormalities \(sub-hierarchy\) \(11\)](#)
- + [Observable entity \(7\)](#)
- + [Staging and Scales \(3\)](#)
- + [Context Dependent categories \(2\)](#)
- + [SNOMED CT Model Component \(metadata\) \(1\)](#)
- + [Specimen \(1\)](#)
- + [Attributes \(1\)](#)

Click on fully specified name link to select concept

1-30 of 964 Records [Next 30](#)

Fully Specified Concept	Other Description(s)	Hierarchy
Digit structure (body structure) (82680008)	Digit; Digit structure	Body structure
Amputated digit of quadraped (finding) (362241000009106)	Amputated digit; Amputated digit of quadraped	Clinical findings

9.4 Enter Concept Edit Request Additional Information

You may add a new description request when requesting a change, if desired. “Request Details” should contain details of the change you are requesting. For examples of concept changes, see [Section 5 Types of Requests](#). “Justification for Request” should describe why the change is needed and how it will be used. “References” should contain at least one reference from an authoritative source that supports the concept definition. Each field is limited to 1000 characters.

Concept Change Request

Current Concept

Back to Search

Amputated digit of quadraped (finding) | 362241000009106

SNOMED Definition:

Is a Finding of limb structure (finding)

Group 1

Finding site (attribute) Digit structure (body structure)

This concept's defining relationships are necessary but do not sufficiently define it (a.k.a. primitive).

Descriptions (Synonyms):

Synonym: Amputated digit of quadraped

Synonym: Amputated digit

Synonym: Amputated digit of quadreped

US English:

Preferred: Amputated digit of quadraped [Description ID:1426611000009113]

Small animal problem and diagnosis preferences:

Preferred: Amputated digit [Description ID:968891000009114]

VTSL Veterinary Preferences:

Preferred: Amputated digit of quadraped [Description ID:1426611000009113]

Acceptable: Amputated digit [Description ID:968891000009114]

Enter New Description

Term: Add

DescriptionType:

Additional Request Information

***Request Details:**

I think this concept has some misspellings, but I'm not sure.

***Justification for Concept:**

Why is this concept or change needed? Where or how will it be used?

All of the resources I have found indicate that the US spelling of this concept should be "Amputated digit of quadraped". Our electronic health records vendor isn't properly mapping this concept due to the spelling differences.

***References:**

Please provide at least one reference. Authoritative sources preferred.

https://www.oed.com/dictionary/quadraped_n?tab=factsheet#27332254

Submit

9.5 Submit the Request

Click “Submit” at the bottom left of the page once all additional information has been entered to complete your Concept Change Request.

Appendix A: Request Status Definitions

Status	Meaning
New	The initial request has been submitted.

Updated	A comment has been added to the request.
On Hold	The request has been put on hold and will be resumed at a future time.
Declined	The request has been declined. The request was determined to be out of scope or inaccurate, or a request for clarification was unanswered for more than 60 days.
Forward	The request was more suitable for the international edition and has been forwarded to their team.
Under Authoring	The content team is evaluating the request.
Clarification	The reviewer requires additional information for the request and has commented on the request with a clarification question. If a request for clarification goes unanswered for greater than 60 days, the request will be declined.
Pending Release	Authoring has been completed, and the requested change is being reviewed and promoted by our team.
Ready for Release	The requested change may be viewed in the VetSCT browser and is available for use. The requested change will be available in distribution files after the upcoming release date.
Released	The requested change is available in the current release files. The Request is complete.

Appendix B: Suggested Reference Sources

Authoritative references are strongly preferred. If using a publication, be sure that the full text is freely available. The following are examples of suggested references:

General References

Source	Website
PubMed	https://pubmed.ncbi.nlm.nih.gov/
Merck Veterinary Manual (Professional Edition)	https://www.merckvetmanual.com/veterinary-topics

Organism References

Organism Type	Source	Website
---------------	--------	---------

Bacteria	List of Prokaryotic names with Standing in Nomenclature (LPSN)	https://lpsn.dsmz.de/
	International Committee on Systematics of Prokaryotes (ICSP)	https://www.the-icsp.org/
	International Journal of Systematic and Evolutionary Microbiology	https://www.microbiologyresearch.org/content/journal/ijsem
	DSMZ-Prokaryotic Nomenclature Up-to-date	https://www.gbif.org/dataset/52a423d2-0486-4e77-bcee-6350d708d6ff
Fungi	MycoBank Database	https://www.mirri.org/upcp_product/mycobank/
	Index Fungorum	https://indexfungorum.org/Names/Names.asp
Viruses	International Committee on Taxonomy of Viruses (ICTV)	https://ictv.global/
Parasites	National Center for Biotechnology Information (NCBI) Taxonomy	https://www.ncbi.nlm.nih.gov/taxonomy
Other Organisms	Integrated Taxonomic Information System (ITIS)	https://www.itis.gov/
	Catalogue of Life (COL)	https://www.catalogueoflife.org/
	International Code of Zoological Nomenclature (ICZN)	https://www.iczn.org/the-code/the-code-online/
	International Code of Nomenclature for algae, fungi, and plants (IAPT)	https://www.iapt-taxon.org/nomen/main.php