

**Owner Tools to Help
Your Veterinary Practice**

THRIVE

(not just survive)

**VHMA
Career
Center**

**Job Descriptions
for Veterinary
Managers**

**Critical
Competencies
Guide**

**Compensation
and Benefits for
Veterinary
Managers**

**Empower U
Self-Assessment**

**The CVPM
Certification**

**VHMA is
your resource
for management
excellence.**

VHMA

Advancing Managers. Transforming Practices.

VETERINARY HOSPITAL MANAGERS ASSOCIATION



Through the VHMA, practice owners have access to a wealth of information that can be used to improve hiring practices and staff performance. These tools include:



VHMA Career Center: A comprehensive career and recruiting site for the veterinary profession, which allows employers and recruiters to search for and identify qualified professionals to fill staffing needs.



Job Descriptions for Veterinary Managers: Owners can consult VHMA's general descriptions for different levels of management professionals and personalize job descriptions to better reflect the needs of their practices.



Critical Competencies Guide: A Guide for Veterinary Practice Management Professionals: Practice owners will find guidance in defining and outlining the major job domains and tasks that they expect practice managers to undertake by consulting VHMA's Critical Competencies guide. The skills identified in the guide were derived from a scientific job analysis for the position of veterinary hospital/practice management professional.



Compensation and Benefits for Veterinary Managers: Biannually, the VHMA reports on the compensation and benefits of practice managers. The comprehensive survey breaks down compensation characteristics by position and responsibility, credentials, experience, practice type and region, providing owners with essential information for negotiating employment offers.



Empower U Self-Assessment: This self-assessment tool allows managers to evaluate their veterinary practice management knowledge, identify professional strengths and weaknesses and pinpoint areas for improvement in Human Resources, Law and Ethics, Marketing, Organization of the Practice, and Finance. Owners and managers can use the results to set performance goals.



The CVPM Certification: The Certified Veterinary Practice Manager (CVPM) certification is respected as the highest level of credential for professional veterinary management. Certification is a voluntary process by which individuals are assessed against predetermined standards for knowledge/skills/competencies.

A successful and effective practice depends on a well-qualified staff. *VHMA Practice Owner Tools* give practice owners a hiring edge. For more information, go to **www.vhma.org**.