



## Doctor Assignments in AVImark

Date effective: November 1, 2019

**In order to streamline data entry practices and to ensure proper reporting and revenue allocations, please choose the appropriate AVImark doctor according to the criteria listed below:**

### 1. MSN: MO-Surgery Clinic

#### a. **Anything related to surgery should be assigned to this doctor**

- i. Retail and flea/heartworm sold to clients here for surgery
- ii. Products donated to patients here for surgery
- iii. Paw-It-Forwards collected from surgery clients
- iv. All surgery bundles including community cat bundles
- v. All surgery-related client discussions including policy, etc. This includes community cat policy discussions, post-operative considerations, etc.
- vi. All treatments, services, inventory, diagnosis and notes rendered during surgery

### 2. MWC: Wellness Care Clinic

#### a. **Anything related to Wellness Care Clinic should be assigned to this doctor**

- i. Retail and flea/heartworm products sold to clients here for WCC
- ii. Retail and flea/heartworm products sold a la carte to clients coming in for product purchases only
- iii. Products donated to patients here for WCC
- iv. Paw-It-Forwards collected from WCC clients
- v. All Wellness Care Clinic bundles
- vi. All WCC-related client discussions including handouts discussed, etc.
- vii. All treatments, services, inventory, diagnosis and notes rendered during WCC

### 3. MPO: Resource Center

#### a. **Anything related to community resources should be assigned to this doctor**

- i. Pet food pantry resources and administration including food given, litter given, pet food applications received, renewed, denied, etc.
- ii. All community resources distributed such as kennels, dog houses, leashes, collars, etc.
- iii. All outreach-related client discussions including community resource discussions, pantry discussions, dispatch forms, etc.

- iv. All treatments, services, inventory, diagnosis and notes rendered during a community clinic. If a client comes into WCC with a voucher, the treatments need to be entered as Wellness Care Clinic.
- v. Paw-It-Forwards collected only during a community clinic
- vi. All treatments, services, inventory, diagnosis and notes rendered for a mobile vaccination client.
- vii. Community cat trap rentals, returns and forfeited returns