

VETERINARY PRACTICE MANAGEMENT

Certificate

Veterinarians want to practice their medical skills, leaving the small business and management tasks to someone they can trust. This certificate program prepares a student to work as a Veterinary Practice Manager, Office Manager, Hospital Manager or Head Technician within the veterinary office. As well as business, management and accounting courses, the program offers veterinary medical terminology and law.

The program prepares the student for certification through the Veterinary Hospital Manager's Association (VHMA).

To become a Certified Veterinary Practice Manager (CVPM), one has to have been active as a practice manager for 3 of the last 7 years, have a minimum of 18 credits of management related courses, and complete 48 hours of continuing education to be able to sit for the practice manager's exam.



Veterinary Practice Management Admissions Criteria:

1. Complete application to the program.
2. Provide official HS transcript or equivalent and prior college, if applicable/ seeking transfer credit.
3. Complete GBCC's placement assessment, Accuplacer. Scores must indicate placement into college level Math, Reading and Writing or demonstrate equivalent competencies through a college transcript or SAT scores. *
4. Provide documented work experience (ex: letter from supervisor or pay stub) of at least 2 years in one of the following:
 - Veterinary clinic
 - Animal care business
 - Medical or business office
 - Acceptance/completion of an AVMA accredited Veterinary Technology program

**The goal of the Accuplacer is to identify areas of strength and weakness in 5 sections: reading comprehension, sentence skills, writing, math, and computer skills. Portions of the Accuplacer can be waived with transferrable college courses or SAT scores.*

READY TO TAKE THE NEXT STEP?

Apply today: greatbay.edu/admissions
gbadmissions@ccsnh.edu | (603)427-7600
320 Corporate Drive
Portsmouth, NH 03801

Your Road to *Success*

20 Credits to Complete

VETERINARY PRACTICE MANAGEMENT CURRICULUM:

ACCT 113G - Accounting & Financial Reporting I
BUS 114G - Management
BUS 224G - Human Resource Management
MKTG 101G - Intro to Marketing
VETN 110G - Intro to Vet Tech
VETN 112G - Computer Applications in Vet Med
VENT 225G - Veterinary Practice Law

Choose one of the following electives:

ACCT 123G - Accounting & Financial Reporting II
BUS 116G - Organizational Behavior
BUS 205G - Small Business Management
ECON 234G - Macroeconomics
MKTG 210G - Advertising

Courses are subject to change.

Please refer to the College catalog for suggested pathway.

GAINFUL EMPLOYMENT DISCLOSER:

View online at:

www.greatbay.edu/GEvet-practice



Great Bay
Community College

PORTSMOUTH / ROCHESTER