

Common Course Outline
VETT 209
Veterinary Hospital Management
2 Semester hours

The Community College of Baltimore County

Description

Identical to catalog description; includes list of prerequisites.

Overall Course Objectives

Upon completion of this course the student will be able to:

1. Understand the general profit centers of a veterinary hospital.
2. Understand the general business needs to operate a successful veterinary hospital.
3. Establish and effective inventory control program.
4. Understand the personnel needs of a veterinary hospital.

Major Topics

1. Management information.
2. Personnel Management.
3. Front office and hospital procedures.
4. Financial revenue and financial control.
5. Accounting and bookkeeping.
6. Medical records.
7. Inventory control and management.
8. The human animal bond.
9. Marketing of veterinary services

Course Requirements

Grading/Exams: Grading procedures will be determined by the individual Faculty member but will include the following:

Written exams
Assignments/Quizzes
Attendance/Participation

Writing: The individual faculty member will determine specific writing assignments.

Other Course Information

Prerequisites: Completion of VETT 100 level courses, acceptance into the Veterinary Technology Program.