

## JOB DESCRIPTION

### Associate Veterinarian

#### CORE VALUES

- ***PROVIDE outstanding patient care, client satisfaction, and the highest level of medicine to maintain practice health and status in the community.***
- ***RESPECT our co-workers and clients by engaging in honest, forthright, issue oriented and civil dialogue in a professional manner.***
- ***ACCOUNTABLE to our clients and co-workers by embracing professional behavior and work ethics. ADVOCATE for our patients and their families with empathy.***
- ***RESOLVE issues by being proactive thus demonstrating positive thinking, creativeness, and enthusiasm.***
- ***EDUCATE/EDUCATE team members and clients to promote and attain success in every aspect of our organization.***

#### Position Overview

Performs a full range of professional veterinary duties, including but not limited to diagnosis, treatment, and surgery. Considerable independent judgment is used to make decisions in carrying out assignments, having a significant impact on service.

Veterinarians may function as lead workers or senior workers.

Must be able to withstand unpleasant odors and noises. May be exposed to bites, scratches, animal waste, and contagious diseases.

#### Requirements

- Doctorate in veterinary medicine.
- Knowledge of spelling and meaning of commonly used veterinary medical terminology and procedures.
- Ability to properly restrain patients.
- Ability to complete assigned tasks in the time allotted without direct supervision.
- Demonstrated ability to show empathy toward clients and treat animals with respect and compassion.
- Excellent interpersonal communication skills.
- A commitment to outstanding client service.
- Ability to lift objects weighing 50 pounds without assistance and objects weighing more than 50 pounds with assistance.
- Ability to stay on task and work energetically for entire shift, sometimes exceeding 10 hours per day.
- Ability to maintain clear and accurate records and to charge clients for all products and services rendered.
- Experience preferred.

#### Reporting Structure

Directly reports to Medical Director.

## **Primary Responsibilities**

### ***Leadership and Management***

- Follows the established rules and policies that govern the normal operation of the hospital.
- Communicates the practice's objectives to the team. Motivates staff and helps build and maintain morale. Maintains core values and standards.
- Demonstrates "take-charge" capabilities. Takes an active role in hospital staff meetings.
- Promotes a cooperative working environment. Understands the value of teamwork, and enthusiastically and willingly performs as necessary to help the hospital function as a unit.

### ***Patient and Client Care***

- Performs routine medical examinations, selects appropriate and cost-effective diagnostic procedures, and establishes appropriate therapeutic protocols.
- Performs routine and specialized surgeries. Asks for advice or assistance when necessary.
- Recommends and uses medically appropriate and cost-effective laboratory testing to assist in establishing diagnosis. Possesses knowledge to interpret these tests properly.
- Establishes thorough and accurate treatment plans.
- Treats animals humanely, and shows compassion and concern for patient well-being.

### ***Client Relations***

- Actively listens to clients. Communicates clearly so clients understand treatment recommendations. Expresses empathy and compassion.
- Keeps clients satisfied. Communicates in such a way as to show clients that they have received a good value for the cost of services rendered.
- Demonstrates concern for the welfare of patients by following up with the clients.

### ***Medical Records***

- Maintains accurate records. Uses SOAP templates for treatment plans and recommendations.
- Completes case records in a timely fashion.

### ***Personal Conduct***

- Adheres to all hospital policies, standards, and procedures, including but not limited to uniforms, grooming, smoking, and personal calls, as stated in the hospital procedures manual.
- Serves as a representative of the hospital, displaying courtesy, tact, consideration, and a positive attitude in all interactions with clients, patients, and other staff members.
- Demonstrates initiative in everyday duties by seeking other work during down times, assisting other employees, and filling in for other employees as needed.
- Adheres to the posted work schedule. Arrives for work promptly and begins work at the start time. Follows hospital policies for reporting lateness or absences.
- Organizes work area and exercises time-management skills to maximize personal efficiency.
- Prioritizes tasks and handles multiple tasks in a calm, organized manner.

### ***Additional Duties***

- Attends departmental and staff meetings.
- Attends quarterly doctor's meetings.