



OFC 160: Veterinary Administrative Software I

This course will provide basic skills in locally used veterinary software with an emphasis placed on reception, payment, scheduling, and inventory. One lecture hour per week. Fall

Course Student Learning Outcomes

1. Become aware of the Cornerstone resources and their locations such as Help Menus, User Guides, Snippets and the Cornerstone Support Center. 2. Gain understanding of the process to add/update clients/patients. 3. Acquire understanding of the Patient Visit Workflow steps. 4. Create and customize an estimate. 5. Invoice the client, create a recheck appointment and take a payment.

Credits: 1

Prerequisites:

ANS 205.

Co-Requisites:

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Program: Office Administration