

2017 NCVMA Practice Management Seminar featuring Monica Dixon-Perry, CVPM

April 30, 2017

Greensboro-High Point Marriott
One Marriott Drive • Greensboro, NC 27409

6 hours of lectures including continental breakfast, breaks and a tasty lunch!

8:00 - 9:00 am	Registration – Exhibits – Coffee
9:00 - 10:30 am	<u>Financial Management Part 1</u> : How to Manage by Benchmarks & Keys; Indicator Tracking; Monitoring Fees & Mark-Ups; Tips of Minimizing Missed Charges
10:30 - 10:45 am	Break
10:45 am - 12:15 pm	<u>Financial Management Part 2</u> : Ways to Minimize Embezzlement from Occurring Within Your Practice; Detecting and Preventing Fraud; Do You Know Where Your Internal Controls Are?
12:15 - 1:00 pm	Lunch
1:00 - 2:30 pm	<u>Personnel Management Part 1</u> : Law & Ethics Management as it Relates to Personnel Management; How to Hire, Train and Discharge
2:30 - 2:45 pm	Break
2:45 - 4:15 pm	<u>Personnel Management Part 2</u> : Law & Ethics Management as it Relates to Personnel Management; Workplace Bullying; Communication - What Will be Your Practice's Legacy?

Accommodations: Rooms at the Greensboro-High Point Marriott are available at the low seminar rate of \$104/night, excluding tax. Call 336-852-6450 or 800-228-9290 and mention NCVMA Practice Management Seminar when you make reservations. Make reservations by April 8th; after that, based on availability.

Sponsors:



Registration

Name: _____ DVM VMD

Practice Name: _____

Street Address: _____

City/State/ZIP: _____

Telephone#: _____ Email: _____

Registration includes 6 hours of lectures, continental breakfast, breaks, handouts and lunch.

	By 4/21	After 4/21 & Onsite
NCVMA Member	\$95	\$110
Non-DVM Staff (several may accompany NCVMA member)*	\$80	\$95
() NCVMA Member (Fill in appropriate amount from above.)		\$ _____
() Non-DVM Staff (Fill in appropriate amount from above.)		\$ _____

*Must be accompanied by NCVMA Member.

Name of Staff Person(s) Attending: _____

Make Check Payable to – NCVMA, 1611 Jones Franklin Road, #108, Raleigh NC 27606

Or charge to: VISA MASTERCARD DISCOVER

CARD #: _____

Exp. Date: ____/____ CVV SECURITY CODE: _____

NAME ON CARD: _____

CREDIT CARD BILLING ADDRESS: _____

QUESTIONS? CALL NCVMA at (919) 851-5850 or (800) 446-2862

Fax: (919) 851-5859

E-mail: claire@ncvma.org

NCVMA
1611 Jones Franklin Road, Ste 108
Raleigh, NC 27606