



## **Certified Veterinary Practice Manager (CVPM) Background**

The Certified Veterinary Practice Manager (CVPM) certification program was started by the Veterinary Hospital Managers Association (VHMA) in 1989 as a means to qualify the knowledge and experience necessary to manage a veterinary practice. To the individual, the CVPM designation provides professional recognition, and to an employer the CVPM designation provides assurance that the certified individual has the basic knowledge and experience necessary to manage a veterinary practice.

The CVPM designation is attainable by any individual who is actively involved in veterinary practice management. The certification is not limited by job title and can be a valuable asset to any staff member including (but not limited to) managers, technicians, and veterinarians. The CVPM credential is an added value to any potential employer and certainly increases the certificant's employment opportunities. As a recognized industry standard for excellence, CVPM certification provides management professionals with the credentials needed to increase their earning potential.

The process to obtain CVPM certification requires completing an application and passing a written examination that evaluates both experience and knowledge. Maintaining the CVPM certification requires a commitment to the pursuit of excellence in veterinary practice management through continual education and adherence to the VHMA professional Code of Ethics.

Individuals actively involved in veterinary practice management who meet the four (4) qualifications may apply for the CVPM designation. #1 Active employment as a practice manager for a minimum of three (3) years within the last seven (7); #2 Eighteen (18) college credit/semester hours in management related courses; #3 Forty-eight (48) hours of continuing education courses, seminars, etc., specifically devoted to management; and #4 Four (4) letters of recommendation.

The written examination is composed of true-false and multiple-choice questions about relevant management knowledge in Human Resources, Law and Ethics, Marketing, Organization of the Practice, and Finance.

The CVPM program is accredited by the National Commission for Certifying Agencies (NCCA) who's mission is to ensure the health, welfare, and safety of the public by requiring that certification programs meet specific benchmark standards in certification.

To date (April 2008), there are 167 CVPM certificants throughout the U.S. and Canada.

For more information:

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