



## LICENSED VETERINARY TECHNICIAN JOB DESCRIPTION

### **JOB SUMMARY:**

Under the general supervision of the veterinarian, LVTs provide routine paramedical treatment and care of animals to include all medical/surgical procedures; prepare specimens and performing all laboratory hospital procedures; assist veterinarians in the practice of veterinary medicine and surgery. The LVT upholds client relations by admitting and discharging patients, effectively communicating animal care instructions to clients, and educating clients on needed treatments and procedures. They maintain accurate medical records of treatments and procedures. LVTs supervise and train veterinary assistants and kennel assistants. This position requires a practical knowledge of the hospital's procedures, policies and services; client and patient treatment protocols; terminology used in the veterinary hospital. The Licensed Veterinary Technician works under the supervision of the Hospital Owner and the Associate Veterinarians. The Technicians also function under the Hospital Administrator's supervision in administrative areas. The Licensed Veterinary Technician must consistently exercise discretion and judgment.

### **ESSENTIAL JOB FUNCTIONS:**

1. Records patient history in Avimark software as reported by clients. Evaluates health of animals and determines which animals have primary need for medical care and anesthetic risk. Assists veterinarians with examinations. Restrains animals during examinations. Makes observations about the health of animals and reports to the veterinarian. Communicates medical information to staff and clients.
2. Admits and discharges patients. Explains estimates, preliminary plans, and discharge instructions thoroughly to clients. Promotes products and services.
3. Demonstrates knowledge of pros and cons of anesthetic drugs. Able to calculate, draw-up, and administer controlled and pre-anesthetic drugs and accurately maintain controlled drug log. Monitors anesthesia during surgery including patient assessment; Demonstrates proper use and interpretation of anesthetic monitoring. Capable of interpreting information these machines provide and act accordingly. Assists veterinarian during surgical procedures, passing instruments and materials in accordance with instructions.
4. Treats animals and administers vaccinations under the supervision of a veterinarian. Monitors the health of animals recovering from surgery and in kennels. Perform and records in Avimark software all routine treatments (i.e. blood draw, cystocentesis, catheters, ear flush, anal flush) and vaccinations in paperwork or in computer records.
5. Demonstrates understanding of why and how a sample for a laboratory test should be taken. Collect, set-up, read, label, and interpret results. Performs all necessary laboratory tests including but not limited to, CBC, SNAP tests, fecals, urinalysis, cytologies, skin scraping and cultures, and chemistry profiles. Maintains laboratory equipment.
6. Takes, develops, and interprets all common views of X-Rays. Maintains X-ray equipment
7. Assists in maintaining inventory of controlled substances, medical supplies, and medications. Confers with staff and veterinarians regarding supply needs. Distributes and monitors the use of controlled substances.
8. Supervises veterinary assistants and other clinic staff including:
  - Overseeing the training ,
  - Answering questions about procedures,
  - Overseeing quality control of work,
  - Assisting in the evaluation of employee performance,
  - Assisting in the resolution of employee problems.

### **EDUCATION AND EXPERIENCE:**

1. High school diploma or general education degree (GED) required;
2. Graduate of a AVMA accredited Veterinary Technician program;
3. State license to work as a Licensed Veterinary Technician.