



# The Veterinary Receptionist's Handbook (2nd Edition)

*M. T. McClister, Amy Midgley*

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Everything a receptionist needs to know about scheduling, fee collecting, and answering clients' most common questions can be found in this indispensable handbook. Also includes a glossary of veterinary medical terms and a chart of vital statistics for dogs, cats, horses, ferrets, gerbils, hamsters, and rabbits.

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