

# How to enable doctor/staff discounts for IDEXX Reference Laboratories

## Through DVMAX\* Software

IDEXX offers a professional courtesy discount to hospital employees for tests run at an IDEXX reference laboratory for their personal pets.

Ask your hospital administrator if your hospital qualifies and then review program details here: [idexx.com/DrStaffCourtesyDiscount](https://idexx.com/DrStaffCourtesyDiscount).

The IDEXX test requisition must clearly indicate that the pet is affiliated with a staff member or a doctor. Follow the steps below.

### To affiliate the pet with a staff member or a doctor:

1. Add the employee as a client in DVMAX.
2. In the client record, click **Finances** and then select **Staff Client Record** on the right.
3. From the drop-down list, select the staff member.

The next time you use DVMAX to order applicable IDEXX Reference Laboratories tests for a pet belonging to this client, the affiliation will appear on the requisition, and the discount will be automatically applied.

