OFA instructions

Owner to bring:

* OFA paper for certification
	+ Can be found at [www.ofa.org](http://www.ofa.org). It is the application for hip/elbow dysplasia database. There are additional forms if they choose another test to be done. Those can also be found at [www.ofa.org](http://www.ofa.org)
	+ Ideal if they can have the payment portion at bottom filled out with their info- this is the OFA foundation fee and the owner pays this. Note: this cost is not included in our estimate of what we do
* AKC registration paper
	+ This will contain the patients registered name and AKC # (we need both of those)
	+ This will also contain the AKC # for both the dam and sire (we need both of these also)
* Needs to be a drop off and patient cannot eat that AM since we sedate for proper radiographs
	+ Ideally scheduled on a day Ally and Dr. Holl or Ennis are here
* Ask if we are doing hips, elbows, or both (also note there are other tests we can do that aren’t that common if the owner mentions one of those see AF with questions)
* Note: if they want the certification the patient must be 24 months or older. We can do preliminary evaluation if they are younger though
* Patient has to have a microchip or tattoo

Charges

* Sedation ($64)
* Radiograph orthopedic study
	+ if just hips or just elbows can do the 3 or less ($200)
	+ if both hips and elbows then choose 4+ study ($230)
* Must add one “OFA processing fee” (even if hips and elbows are both done you just need one processing fee) ($55)
* Microchip fee if patient not already microchipped ($65)
* Veterinary exam fee ($55)

Technician

* While patient is sedated we are going to do full radiographic workup, but you only need to send the required views to OFA organization
	+ Perform lateral and V/D hips
	+ Lateral and AP views of elbows also
* Radiographs for OFA based on instructions on the back of the OFA paper
	+ Hips: just a VD needed
	+ Elbows: just a mediolateral flexed of each elbow
	+ Marker MUST be used on the radiograph, they don’t allow us manually adding it to the rad
* Before hitting “done” you must add a text box with the needed information
	+ The back of the OFA paper has clear instructions of what needs to be in this text box
	+ There is an instruction booklet in the cabinet in radiology that spells out how to add the text box on the IDEXX program and how to make sure the image is properly saved
* Once radiographs are taken and properly labeled and double checked by a Dr. that they are good images you can email them to OFA- it is in the address book on the IDEXX computer, you just have to select it
* Fill out all sections of the form required by us. Owner needs to have the payment portion filled out at the bottom- they are in charge of payment, not us. Then fax a copy of the form to the OFA organization. They like to get the radiographs and form at the same time.