

Thank you for your interest in our up-coming health clinic. Please read through the provided instructions. It is very important that you complete all steps. Pre-Registration closes Sept. 8<sup>th</sup>.

## **Step 1: Payment**

Attached is an invoice for the pre-registered tests you requested. Please check it for accuracy. The two ways to pay for these health tests are explained below. Appointments spaces are limited. Once they are filled, no more clients will be accepted. You will not be allowed to sign up for your appointment times until payment is received.

- **Check:** Send to CCHC Treasurer - with your invoice number or an invoice copy. All checks must be received by 9/1/2021

Owen Guion  
5401 Killarney Hope Drive  
Raleigh, NC 27613

- **PayPal:** Send payment to [cchctreas@gmail.com](mailto:cchctreas@gmail.com) with your invoice number noted in the comments. PayPal payments must be received by 9/8/2021.

\*If payment is not received by the above dates, your appointment slot is not guaranteed. You may then be a walk-in client to check for availability.

## **Step 2: Complete OFA forms for each health test**

You are responsible for bringing your completed forms for each test to the clinic. If registering for the OFA Eyes, you will need 2 copies of the form per dog being tested. Cardiac forms will be filled out on site the day of the clinic. See instructions below for how to fill out your forms.

### **Steps to filling out your OFA forms:**

1. Go to OFA.org
2. If you do not already have a user profile, create an account profile.
3. Click the button "Application Forms." There you will find the many different forms that can be filled out. Fill out the forms that are applicable to your needs and print them.
4. To fill out the CAER Eye forms, scroll down to "CAER Eye Certification." Click that button.
5. Click the blue box that says, "Create a new application"
6. Fill in the information on the form.
7. Scroll down to the bottom to where it ask you for Exam Location. Click "A Health Clinic."
8. Advance through the calendar to September 18<sup>th</sup>, Click the words "Winston Salem, NC"
9. Click the little circle beside of September 18<sup>th</sup>, 2021.
10. Click "Create Form."
11. Go to "Applications" on the left hand side of the screen. That will be your current applications for your eye exams. Download the eye forms and print 2 per dog.
12. All other forms will be filled out under the multiple tests button, except for cardiac forms that will be on site.

### **Step 3: Bring items needed for the clinic**

Please bring your dog with a good secure leash/collar or in a crate/trolley.  
All completed OFA forms along with registration information and microchip number.  
The e-mailed receipt of your payment.  
A charged textable phone.  
A mask (Depending on Covid at the time of show, we will be following CDC guidelines).  
A filled out Covid waiver form to present at the door to receive an armband.

### **Step 4: Check in at the Health Clinic registration desk the day of testing. Scheduling will be closed Sept. 9<sup>th</sup>.**

Appointments are pre-scheduled every 15-30 minutes, depending on exam. Once your invoice is paid, you will be given an invitation to [SignUpGenius.com](https://SignUpGenius.com) to make your appointment. IF YOU DO NOT GET AN EMAIL INVITATION, PLEASE LET ME KNOW. This is how you make your appointments. For Eye exams, you will need to be here 15 minutes prior to your appointment time for the eyes to properly dilate for examination.

Clinic Location & Info: 414 Deacon Blvd, Winston-Salem, NC 27105  
September 18, 2021, 9:00 a.m.– 4:00 p.m.

There will be tailgating for the Wake Forest football game around Deacon Blvd. so please enter the Winston-Salem Fairgrounds clinic from Shorefield Dr.