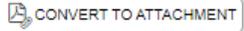
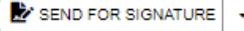


Remote and In-person Signatures on Discharges (rev. 10/12/21)

All discharge instructions must have signatures and ezyVet has made it extremely easy to get them remotely signed no matter where the client is. The following protocol outlines the step for sending discharges for remote signatures.

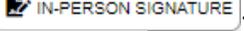
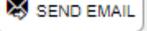
To send discharges for remote signature:

1. Create your discharge instructions as you normally do.
2. Click .
3. Click .
4. Click  to send it via email.
5. Select the recipient's email(s).
6. Choose the "REMOTE SIGN - Discharge Instructions" email template.
7. Click "Add All" to attach the PDF copy for the client.



8. Click .
9. The sender will then receive a "Remote signature complete" memo notification upon completion.

For in-person signatures:

1. Create your discharge instructions as you normally do.
2. Click .
3. Click .
4. Click .
5. The signed in-person document will already be attached.
6. Select the recipient's email(s).
7. Choose the "Discharge Instructions" email template.
8. Click .