

External Relief DVM Invoicing

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External Relief DVM Invoice Submission Guidelines


Relief DVMs must submit invoices directly to **Accounts Payable** at accountspayable@wellhaven.com for timely payment. **PMs or PDs** must review and verify hours and pay rates before processing—please watch for approval requests.

Relief Vet Invoice 

2026 Relief DVM 15 Shift Bonus Program 

2026 Relief to W2 Conversion Team Reward Program 

Key Reminders:

- **Be sure to note which hospital they worked for on the invoice.**
- **Remind the Relief DVM to supply an ACH form if they haven't already.** [ACH.Electronic Payment Form](#) 
- **Do not split time between months** on invoices. Keep all work within the same month on a single invoice to streamline processing and ensure accurate payment.
- **Submission & Payment Schedule:**
 - Invoices are accepted weekly from **Monday to early Friday morning**.
 - Payments are issued on **Friday or Monday of the following week**.

If you have any questions, contact **360-768-1849** or email accountspayable@wellhaven.com within **48 hours of service completion**.
