Clinicians and residents (and a few managers) who work in the UF Veterinary Hospitals are eligible to receive a $48 per month allowance for use of a personal cell phone in lieu of using a hospital supplied cell phone. You may either provide your own number or transfer your existing VetMed number to a personal account if you have already been issued a hospital cell phone. The two options are detailed below.

Option 1: Taking over a VetMed AT&T number:

- Users must call AT&T National Business Ordering (888-444-4410) to have their service transferred to a personal account. When they contact this number, an instant credit check will be run while they wait on the phone. Once the transfer has been completed, users can order their new phone and plan immediately.
- Users who would like assistance in selecting a plan or phone equipment can go to an AT&T store. They will still have to call AT&T National Business Ordering (888-444-4410) to have their service transferred to a personal account, but the store rep can upgrade their phone and/or plan immediately after NBO has completed the transfer.
- It is recommended that users review the available plans and phone options online at www.att.com/wireless/gators before calling National Business Ordering.

Option 2: Providing a personal phone for clinic use:

1. The recommended phone carrier is currently ATT. Our DAS (Distributed Antenna System) only supports ATT service at this time, thus ATT offers the highest success rate for both incoming and outgoing calls, data, and texting service. All ATT mobile devices are backward compatible so that current and future ATT device offerings will be compatible with our in-building DAS. If you have a service other than ATT, it is recommended you use a hospital issued phone until you have the opportunity to test your personal cell phone in all the areas where you may be contacted for work. If you have not problems with cell service, you may consider switching to your personal cell phone.
2. You must provide your phone number for publication in the Vetmed cell phone address book.
3. You must identify a plan for keeping your Vetmed address book up to date. CSM continuously updates the cell phone database and makes it available to users at all times. It will be your responsibility to insure you have the phone numbers you need to perform your duties.

Steps to receive a cell phone stipend:

1. After deciding on option #1 or 2, contact the Chief of Staff’s admin assistant (Nancy Hamilton) and let her know which option you are pursuing and give her your personal cell phone number (if choosing option #2) for publication in the VetMed address book.
2. Nancy will send you the cell phone stipend form to fill out and return to her. She will then submit the form to the Chief of Staff for approval.
3. When choosing option #2, it is recommended that you send an email to VM-Everybody letting them know your new phone number.
4. Your allowance will start as soon as your cell phone stipend form has been approved and, when applicable, your VetMed number has been transferred to a personal account.

General Information

Address Book Strategy

- Smart phones - Most current smart phones have an Active Sync option that can be configured to synchronize with your Outlook contacts (refer to “active-sync” in the owners’ manual of the device). The updated Vetmed cell phone database can be imported as per the instructions provided by CSM.
- Blackberries also offer synchronization with Enterprise Outlook. However, this requires an ATT Enterprise data plan plus a subscription to the UF Enterprise BES at a cost of about $60.00 per year to utilize all the available features and functionality.
- Voice only phones (these devices frequently have optional data/texting services) – CSM has a Cellebrite machine that may be used to transfer the Vetmed address book to compatible personal cell phones. However, this procedure may overwrite personal contacts if they are not stored correctly. You need to understand how your device handles personal contacts. Personal contacts may need to be added to the SIM card instead of directly to your phone. Another consideration is the number of contacts that can be stored on the phone. For a device to hold the cell phone database it should allow a minimum of 500 contacts. To determine whether your device is compatible with the Cellebrite machine, you can either consult an ATT Representative (this is the same device they use in their stores) or go to http://www.cellbrite.com to check the make/model prior to your purchase decision.

ATT Service

As an employee of UF, you are eligible for a 15% discount on select wireless plans and features from ATT. Be sure to let the rep know you are a Vetmed employee and ask for your discount when selecting a plan/device.

There are many considerations when selecting and using a device. If you plan to purchase or upgrade soon, you should discuss these issues with an ATT representative and ask their help in selecting the device that best meets the above specs and your personal needs.

ATT has two corporate stores in Gainesville; one located in Butler Plaza on Archer Rd., the other near the Oaks Mall. In addition there are several local authorized ATT dealers (including Best Buy and Radio Shack). Agents at any of these locations can assist you, but the corporate stores are recommended if you have questions or need advice regarding service, plans, warranty information, account information, upgrades, payments, etc.