

PRACTICE ANALYSIS

Determining whether your practice could benefit from working with our practice management consultants is a big decision. Our Practice Analysis is a great tool that can help to provide a snapshot of the financial and organizational health of your practice.

How It Works:

We work with the doctor(s) and staff through an onsite visit and questionnaire. We begin by having the doctor(s) and staff complete a questionnaire about the practice, including what is working, what is not working, and any specific areas of concern the doctor(s) have.

During the onsite visit, we will observe the systems and processes of the practice, as well as discuss specific areas of concern with doctor(s) and staff. Systems and processes to be reviewed include:

- Accounts Receivable Cycle. Review of the initial billing to final settlement of the account.
- Coding and Billing. Chart audit of five (5) patient accounts per provider, including review of treatment notes, x-rays, and EOBs (evaluated prior to onsite visit).
- Financial Reporting Review. Analysis of performance tracking reports.
- Schedule. Evaluation of current scheduling practices for efficiency and profitability.
- Communication. Evaluation of all internal (team members and patients) and external (referring offices) communications in use.
- The Patient-Centered Practice. Full review of the initial patient encounter to the final "touch" with the practice.
- Marketing and Website Review. Evaluation of website and marketing strategy. Suggestions for improving online presence and assistance with development of marketing strategy provided.

What You'll Get:

After our visit, a detailed report with our findings and recommendations will be provided to the doctor(s). Report topics will include, but are not limited to:

- Development of annual business plan and budget.
- Summary of current systems and recommendations on areas of improvement in the office to ensure the office is operating efficiently and economically.
- An analysis of the five patient accounts audited, along with recommendations for coding and billing similar cases in the future.

*^ Travel expenses are billed separately.