AAD’s Member Buying Program
Exclusive AAD Member Benefits

The AAD is pleased to announce a cost-savings supply program negotiated exclusively for its members, and available only through Henry Schein Medical.

Practice Solutions:
- Easy Ordering via AAD Member Web Site
- OSHA Certification
- Revenue Generation Ideas
- Inventory Management
- Best Practices
- Computers and IT Support
- Reporting and Web Tools
- Equipment Repair
- Practice Set-Up Assistance
- Financial and Leasing Services
- Building Design and Layout Assistance
- Pathology and Mohs Consulting Services
- Office Furniture

Savings for You:
- Sprint and AT&T—Up to 24% off
- Sherwin Williams—10% discount
- FedEx—45% Discount
- Allied & Atlas Van Lines
- Avis & Enterprise Auto Rental
- and much more.

For more information, contact your Henry Schein Sales Consultant or e-mail: aad@henryschein.com.

visit: www.henryschein.com/aad

FACILITY PLANNING & PRACTICE START-UP
Where do I start?
When considering your own healthcare practice, there are countless details to consider during the planning phase to ensure a thriving and profitable facility:

- Your Professional Vision
- Budget and Financing
- Timelines and Thresholds
- Building and Construction
- Location
- Ancillary Services (Spa, Aesthetics, and Point of Sale)
- Inventory Management
- Case Studies
- Demographic Studies

The most challenging tend to fall in three buckets

- Underwriting
  - Private Investors
  - Bank Loan or Line of Credit
  - Grants and Endowments

- Construction
  - Designing and Workflow
  - New Construction
  - Building a purchased structure
  - Retrofitting a leased property
  - Expanding your current space

- Coordination
  - Equipment
  - Furnishing
  - Cost Analysis
  - Purchasing Supplies
  - Accreditation
  - Licensing
  - Liability
  - Coding
  - Staffing
  - Attracting Patients

Prioritize Tasks
- Legal Counsel
- Financial Planning
- Business Plan
- Location
- Secure Financing
- Credentialing
- Insurance
- Office Workflow Tools & Software
- Purchasing

Location, Location, Location
As a rule, securing financing and payer reimbursement contracts are tied to your practice address. A demographic study is a helpful instrument to selecting a prime location.

Neatness counts
Don’t underestimate the importance of a functional business plan. Not only do investors scrutinize this document, this is effectively your professional blueprint and a compass for your practice for the foreseeable future. Plan contingencies for protocols such as: staffing, securing referral networks, ongoing regulatory compliance, and of course, your service clinical portfolio.

The early bird gets the worm
Agencies and governances (e.g. OSHA, State commissions and local inspectors, hospital privileges) tend to operate on their own timelines. Proactively obtaining legal guidance and a business manager who are familiar with your demography and type of practice will accelerate the submission of correspondence.

Start as you plan to go
Invest in scalable software and systems that will ease practice management as respects EMR and other organizational tasks and business processes.

On your mark, get set, go!
This brochure was devised to help you create a realistic timeline, ensuring your opening date target is met. The interior considers thresholds, milestones, and your vision for your dream practice.

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STANDARD OPERATING PROCEDURE

14MS1560 Office SetUp SOP website_Layout 1 3/4/14 2:17 PM Page 1
**PLEASE TELL US ABOUT YOUR PRACTICE**

**PLEASE TELL US ABOUT YOUR STAFF**

**CONSIDERATIONS FOR AN AESTHETIC PRACTICE**

**CONSIDERATIONS FOR A SKIN CLINIC PRACTICE**

**TIMING IS EVERYTHING! HERE ARE A FEW TIMELINE THRESHOLDS & MILESTONES**

**REIMBURSEMENT: Payer Contracts – Takes up to 20 Weeks**

**MARKETING & REFERRALS**

**EQUIPMENT SPECIALISTS WHO COMPRISE YOUR RELIABLE NETWORK OF TRUSTED ADVISORS, AND ARE POISED TO ASSIST AS YOU MAKE THE BEST INVESTMENTS TO GENERATE REVENUE AND DELIVER OPTIMUM OUTCOMES. TO SCHEDULE A COMPLIMENTARY IN-OFFICE CONSULTATION, VISIT:**

**OUR TEAMS SPECIALIZE IN FINANCING, DESIGN, AND OUTFITTING YOUR NEW FACILITY. WE HAVE OVER 650 SALES, SERVICE, AND EQUIPMENT SPECIALISTS WHO COMPRISE YOUR RELIABLE NETWORK OF TRUSTED ADVISORS, AND ARE POISED TO ASSIST AS YOU MAKE THE BEST INVESTMENTS TO GENERATE REVENUE AND DELIVER OPTIMUM OUTCOMES. TO SCHEDULE A COMPLIMENTARY IN-OFFICE CONSULTATION, VISIT:**

**DESCRIPTION YOUR DREAM PRACTICE: SHARE YOUR VISION**