



Service Packages Introductory Pricing to 30 July 2023

Whether you are a medical professional ready to establish your own practice or you would like your existing practice to run more smoothly, Professional Practices can manage the entire operation.



Practice Review

We Conduct Practice Reviews

Initiate our services through an in-house practice review

Provide a tailored recommendation report for process and system improvements

Identify financial and time savings for your business



Policies and Procedures

We Create

Policies & procedures document detailing your main practice workflows and priorities

Simple processes to help your practice attract and retain staff



Recruitment

We Provide

Position description
Advertise
Conduct interviews
Confirm references

Select top candidates along with recommendations for best practice fit



Staff Induction & Training

We Train

Staff in areas critical to your business

Create position description ensuring performance and role alignment



Performance Review

Review and update of employment paperwork

Employee performance review meeting



Financial Systems

We Help

Create a plan for receipting funds owing to your practice

Establish guidelines for successful future billing



One-On-One Coaching

We Coach

4 hours of coaching time
Discuss any aspect of running your practice

For practice principals, practice managers or staff over a 2 month period



New Practice Set-up

We Set-Up

- Site procurement
- Fit out
- IT systems
- Software set up
- Furnishing
- Staff recruitment
- Practice procedures
- You name it!

Please contact for pricing!

Contact Jo Houghton

Get In Touch

jo@professionalpractices.com.au

0424 592 404