

EVALUATING PRACTICE INEFFICIENCIES

Here is your time to vent on inefficiencies you see in your practice that you wish to fix. Use the table below to evaluate your practice's biggest inefficiencies.

First identify the biggest bottlenecks that exist within each part of your workflow, for example, long reimbursement time or length of patient visit in the exam room. Decide which inefficiencies you want to improve and assign them a priority, 1 being a task that needs the most attention.

Workflow	Inefficiencies (e.g.: scheduling, reimbursement time, length of patient visit)	Priority
Front Office		
Pre-exam		
Exam		
Optical		
Billing		

Based on your priority, go back to the section of the eBook which talks about the specific task you would like to improve.