

Private Practice checklist

Congratulations on becoming qualified and wanting to start your own private practice. As you embark on this journey you will experience a mixture of feelings, ranging from excitement to nervousness but this is all ok and we are here to help. We have created a checklist to help you get started on your journey.

How to use the checklist:

We have created the checklist in a traffic light format please continue reading to find out how to use our checklist.

Red: STOP you must do these

This section provides you with information you must do to protect yourself and the clients you work with, these are legal requirements as professionals.

Amber: Almost ready

This section entails more detailed work on you as a professional and identifying how you want to serve your clients and the type of therapist you want to be.

Green: GO!!

After this section you are ready and set to go, showcasing your mazing talents for your clients.

Legal

- Indemnity insurance
- Information of commissioner's registration
- HMRC registration
- Privacy policy
- Terms and conditions
- DBS update
- Professional registrations

The Vision

- Mission statement
- Identify your USP
- Identify your specialty
- Identify your target audience
- Identify your marketing strategy
- Create your Business Plan

Practical

- Business address
- Find a therapy office or online video platform
- Set up a secure email
- Join a directory (cost effective)
- Open up a bank account
- Sort out invoicing
- Self-care and safety