



MDU

Setting up in private practice Course programme

In association with M J Roddis Associates Limited

09:00 Registration

09:15 Introduction and overview of the day

09:30 **The doctor in private practice**

- How to set up your private practice
- Identifying what it is you're offering and how to stand out from the crowd
- Getting clarity about your goals in private practice
- How much time is required to achieve patient satisfaction and your goals
- Determining your expectations for work/life balance
- Understanding the implications your private practice will have on your NHS practice and job plan

10:30 **NHS rules governing private practice**

- Terms and conditions of service
- Code of conduct for private practice

10:45 Break

11:00 **The private medical insurance company perspective**

- The support you can expect
- The changing face of private healthcare
- Building your private practice with the insurers

11:30 **The private hospital group perspective**

- What private healthcare providers are looking for
- How to apply for practising privileges
- Medical Advisory Committees

12:00 **The medico-legal perspective**

- Professional indemnity
- GMC perspective
- Care Quality Commission
- Clinical records: the Data Protection Act, storage and retention of records
- Appraisal and revalidation



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12:45 Lunch

13:15 Marketing yourself online in private practice

- What to consider when setting up a website

13:45 The financial perspective

- Bookkeeping and the pros and cons of outsourcing
- Invoicing and credit control
- Advice about the different medical insurance companies and their policies
- How to price your services

14:45 Break

15:00 The accountancy perspective

- How to set up: sole trader, limited company, limited partnership
- Tax, NI and PAYE
- Expenses: what you can and can't claim

16:30 Wash up and feedback

16:45 Close