

Questions that New Physicians should ask Before Joining an Existing Practice

Practice: _____

Number of physicians in group _____

Specialty and Credentials _____

General History and Philosophy _____

Describe any special hospital
or affiliation contracts. _____

Describe socioeconomic
of service area _____

Physician turnover history
and reasons _____

Employee turnover history
and reason _____

Future plans of the practice
regarding physician needs _____

Other future plans for space,
equipment, providers? _____

Describe legal structure, ownership,
authority and decision making
among physicians. What will be
my role? _____

What meetings would I attend? _____

What are practice buy-in
opportunities? _____

Current politics within the group _____

Pending lawsuits

Purchasing policy

Describe relationships with
area physicians

On call and coverage
arrangements

Describe hospitals and other
diagnostic and treatment
facilities utilized:

Office manager/administrator
qualifications, years in position

Any present problems
with office management?

Computer system upgraded?
Electronic claims processing
capabilities?

How would new patients
and established patients be
assigned to my practice?

Other duties expected of me?

Medical education opportunities
and time allowed

What hospital patient base
should I expect?

What are my office hours?

Key physicians and specialties referred to

Computerized report available on patient accounts by payor classification

Net collection percentage of practice

Expense ratio of practice

Accounts receivable in practice

Describe area competition

Describe the effects of managed care on practice. Likelihood of major plans accepting me as provider.

Review major medical equipment in office

Tour facility

Review fee schedule. Last updated? Competitive to the area?

Policies and Procedures Manual reviewed

Review YTD and last year's Income & Expense statement for practice.

Products related to this topic on website www.practicesupport.com include:

[Preparing for a Practice Buy-in Arrangement](#)

[Partnership Agreements](#)

