Whether your practice is large or small, new or established, TMA Practice Consulting brings decades of practical, hands-on experience and customized solutions to help alleviate your practice’s challenges.

WE’LL HELP YOU:
- Optimize the business side of your practice,
- Overcome operational challenges,
- Strengthen your practice’s financial viability,
- Improve regulatory compliance,
- Streamline office and clinic processes, and
- Boost employee satisfaction scores.

WORKING TOGETHER, WE WILL:
- Collaborate to identify your needs and goals,
- Create solutions unique to your practice, and
- Communicate opportunities for improvement and processes for implementation.

LET’S GET STARTED! (800) 523-8776 • www.texmed.org/Consulting
### PRACTICE AND FINANCIAL OPERATIONS

- **Operations Assessment**: A comprehensive diagnostic review of your practice operations including revenue cycle, financial systems, and human resources.
- **Revenue Cycle Assessment**: A review of your business office operations that focuses on front desk procedures, billing, collections, and revenue cycle management.
- **Practice Check-Up**: For practice of one-to three physicians, an overview of practice operations and a financial analysis of gross charges, gross and adjusted collections, and accounts receivable.
- **Embezzlement Risk Review**: A review of internal control systems, and profit and loss statements to identify weaknesses that might expose your practice to risk for embezzlement.
- **Customer Service Assessment**: An objective analysis of a patient’s experience by “mystery shopping” your office, from the initial phone call through an on-site office visit.
- **Financial Oversight**: An ongoing, periodic assessment of bookkeeping, billing processes, staff competencies, and comparison with specialty-specific benchmarks.
- **Patient Centered Medical Home (PCMH) Recognition Services**: Personalized guidance in attaining recognition as a PCMH to improve patient outcomes.

### COMPLIANCE

- **Coding and Documentation Review**: An in-depth review of medical record documentation and claims coding that identifies deficiencies and areas of risk for external audits.
- **MACRA Readiness Assessment**: A review of your quality reporting, electronic medical record optimization, work flow, and processes, plus help selecting quality measures and improvement activities.
- **Compliance Review**: A gap analysis of your policies and procedures, and recommendations for developing an ongoing compliance monitoring program to minimize your risk for violations.
- **HIPAA Analysis and Training**: A gap analysis and on-site training for physicians and staff on HIPAA fundamentals and Texas medical privacy laws.

### HUMAN RESOURCES

- **Staff Recruitment**: Help with job descriptions; résumé evaluation; reference and background checks; on-site interviews; and training for front office, billing, clinical, and management staff.
- **On-Site Training**: Customized training for physicians and staff on customer service skills, billing and collections, financial analysis, internal controls, coding and documentation, and HIPAA.

### CUSTOM SERVICES

- **Practice Setup**: For starting or moving a practice: creation of a financial business plan, office site review, vendor and technology selection, and staff recruitment and training.
- **Custom Services**: Innovative solutions to meet your specific practice needs and goals. Our consultants have a full range of expertise to assist you with all aspects of business practice operations.