



**NMN Consultants**<sup>SM</sup>  
URGENT CARE SPECIALISTS<sup>SM</sup>

## **Turnkey Startup Package Spectrum of Services\***

1. Market Analysis
2. Site Selection: Performed by a real estate company licensed in all 50 states
3. Site Acquisition Services: Performed by a real estate company licensed in all 50 states
  - a. Lease vs Buy vs Build options
  - b. Lease Negotiations
  - c. Real Estate Purchase ( Future resale)
4. Ownership Structure Strategy
  - a. Physician vs Non-physician
  - b. Sweat Equity value
  - c. Bonus Programs
  - d. Distributions
  - e. Separation Agreements
  - f. Employee Agreements
5. Specialized Legal Representation
  - a. Admitted to bar in all 50 states
  - b. Non-physician ownership/incorporation expertise
  - c. Incorporation of business (S Corp, LLC, or PLLC)
  - d. Legal setup of physician practice
6. Business License
7. Urgent Care License (if needed)
8. Certificate of Need: Evaluation of necessity
9. StartUp Pro<sup>®</sup> Software

## Turnkey Startup Package: Spectrum of Services\*

- a. 1500+ startup tasks with:
    - i. Due dates
    - ii. Assign each task to team members
  - b. Track progress
  - c. Keep team on task, on track and on time.
10. Pro Forma: Customized financials from our standard template
11. Business Plan: Customize your own document from our standard template
12. Clinic Layout and Floor Plan Recommendations: coordination with architect and/or builder
13. Radiology
- a. Purchase recommendations
  - b. Lease vs. purchase option
  - c. Physicist review during architectural phase
  - d. Integration with EMR \*if vendor selected is willing\*; Additional costs may be incurred if unique software development required
14. Contracting: Obtaining Agreements with Insurance Companies
- a. Market analysis of insurance coverage of catchment area
  - b. Applications
  - c. Negotiations – reimbursement & other clauses
  - d. Fee schedule analysis
  - e. Utilizes specialized contracting software
  - f. Vendor with over 200 contracts already negotiated nationwide
15. Credentialing: Physicians Enrollment with Insurance Companies
- a. Vast experience with all major national insurance companies
  - b. Medicare and Tricare Enrollment Specialists
  - c. Department of Labor enrollment applications

*\*This document is only a preliminary outline of potential product lines. This document is not an offer to perform services, nor should it. The reader should be aware that any signed agreement with NMN Consultants will specify the services to be offered, and the listing of services in any signed agreement will completely supersede this document.*

## Turnkey Startup Package: Spectrum of Services\*

- d. Utilizes specialized credentialing software
- e. Successfully executed 1,000s of applications

### 16. Urgent Care Billing

- a. Appropriate Fee Schedule
- b. Reimbursement Analysis
- c. Vendor bills for over 100 Urgent Care centers nationwide
- d. All vendor employees based in the U.S.

### 17. EMR (Electronic Medical Records)

- a. Installation
- b. Training
- c. Support

### 18. Practice Management Software

- a. Installation
- b. Training
- c. Support

### 19. Computer Hardware

- a. Equipment needs assessment
- b. Vendor discounts negotiated

### 20. Malpractice Insurance Recommendation

### 21. Laboratory Set-up

- a. Needs assessment
- b. Determination of complexity
- c. CLIA application
- d. COLA certification ( as applicable)

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# Turnkey Startup Package: Spectrum of Services\*

## 22. Capital Equipment

- a. Needs assessment
- b. Lease vs. purchase
- c. New vs. refurbished
- d. Vendor discounts negotiated

## 23. Occupational Medicine Equipment

- a. Needs assessment
- b. Vendor discounts negotiated

## 24. Supplies

- a. Needs assessment
- b. Other Medical supplies
- c. Injectable medications
- d. Vaccines
- e. Instruments
- f. Orthopedic supplies
- g. Janitorial
- h. Office supplies
- i. Drug Screen supplies
- j. In-house lab supplies
- k. Physical therapy supplies

## 25. Prepackaged Medication Dispensing

- a. Legal review in state of operation
- b. Reimbursement evaluation for state
- c. Formulary selection to maximize customer service while minimizing inventory cost

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- d. Vendor selection
- e. Pricing and discounts
- f. Integration with EMR software
- g. Training

### 26. Clinic Reference Manuals

- a. Clinic Set-Up Guide
- b. HIPAA Policy and Procedure Manual
- c. Operational Policy and Procedures
- d. Clinical Training Manual
- e. Human Resources
- f. Clinic & Environmental Safety Manual
- g. Employee Handbook
- h. Bloodborne Pathogens Training Manual
- i. Sample Clinic, Operational and Occupational Medicine Forms Manual
- j. Policy and Procedure Guideline Manual for Accreditation

### 27. Compliance

- a. OSHA
  - i. BBP Training
  - ii. Generation of BBP exposure control plan from template
  - iii. Generation of HAZCOM plan from template
- b. HIPAA
  - i. Generation of HIPAA P&P manual from template
  - ii. Generation of HIPAA notification forms from template

### 28. Staffing

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- a. Clinical staffing model determination
- b. Reception staffing model determination

### 29. Marketing

- a. Logo design
- b. Signage design
- c. GoUrgentCare.com
- d. ZipPass
- e. Website design
- f. Search Engine Optimization
- g. Print marketing
  - i. Door Hangers
  - ii. Mailers
  - iii. Corporate Stationary

### 30. Occupational Medicine

- a. Identify potential corporate clients
- b. Services spectrum
  - i. Needs analysis of local companies
  - ii. Equipment acquisition
  - iii. National drug screen lab account
- c. Marketing
  - i. Print materials
  - ii. On-site marketing strategies

### 31. Training

- a. Certified Professional Collector Training; on-site, one session

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- b. Evidential Breath Alcohol Technician Training; on-site, one session
- c. Patient Triage Mechanics
- d. Autoclave Training
- e. Exam Room set-up/drawer/cabinet – arranging of supplies
- f. Stockroom organization, setup, ordering (min/max/current levels)
- g. Blood Borne Pathogens Training

### 32. Physician Training

- a. Core Content in Urgent Care Medicine (Up to 66 CME available)
  - i. Produced by Lee Resnick, MD ( National Program Director , Fellowship in Urgent Care Medicine; Editor in Chief – *Journal of Urgent Care Medicine* , Assistant Clinical Professor of Family Medicine – Case Western Reserve University School of Medicine)
    - 1. Risk Management & Diagnostic Pearls for the following:
      - a. Pediatrics
      - b. Orthopedics
      - c. Trauma
      - d. Dermatology/Allergy
      - e. ENT/Eye/Neuro
      - f. GI/GU
      - g. Cardiovascular/Pulmonary
      - h. Occupational Medicine/ Customer Service
- b. 4 hours of DVD training on procedures; including
  - i. Slit lamp
  - ii. Tendon repair
  - iii. Fracture Care

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- iv. Joint Injections
  - v. Ganglion Cyst removal
  - vi. OSHA considerations
  - vii. And much more
33. Follow up consulting: One year post-opening

\*Aforementioned Services Are Not Available for Individual Purchase\*

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