



Private Practice Consultation services

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**Melissa Geiger LMFT**

2035 Historic Decatur Suite 100

San Diego, CA 92106

## **Overview**

This proposal includes a step by step process on how to start your own thriving practice as well as the support included by myself, Melissa.

## Goals

1. Become a sole proprietor and have the freedom to practice the way you desire as a clinician
2. Enjoy your job while bringing in an income that reflects your skill set and time
3. Have the support of myself who has successfully opened her own practice and receive consultation for any questions that arise.

## What is Included:

You would be provided with a packet that outlines everything we discuss during our planning sessions. You will have a checklist to reference, as well as extra services offered after the initial three planning sessions.

### First Appointment Includes (2 hours)


Discussing and organizing your vision, identifying your strengths as a clinician.

### Second Appointment Includes (90 min)

- Follow up with setting up NPI, EIN, and bank accounts
- Purchase malpractice insurance:
  - CPH: <https://www.cphins.com/lpcc/>
- Start credentialing process?
  - Alma: Starting at \$125/ month <https://helloalma.com/for-providers>
  - Doing your own billing through your EHR
- Professional photos: provide recommendation
- Work phone number/ fax
  - RingRx: <https://ringrx.com/>
  - Google Voice: <https://voice.google.com/u/0/about>
- Membership benefits
- EHR: Simple Practice or Therapy Notes

### Third Appointment Includes (90 min)

- Review and follow up
- Networking: creating bio, create website (Wix), IG, psychology today, email and domain

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- Set up spreadsheets to track: business spending, referrals, credentialing status, taxable expenses
  - Resource on where to find sample intake paperwork

### Fee:

Bundle: 3 planning sessions and resources \$600

### Extras:

- Create intake paperwork: \$250
  - This includes me helping you create your own, step by step and putting it all together, as well as making it fillable for easy access for client's to fill out before coming to their intake session.
  - Provide basic worksheets and workbook recommendations \$100

### On-going support:

- 3 additional months of weekly consult calls or in person: \$600
- 3 additional months of biweekly consults call or in person: \$300
- List of referrals for when you need to refer out as well as some of my most favorite resources : \$100