

### Key Question Thursday 26 November 2015

What need applicants to Private/Independent Practice positions ask employers before signing a contract? [#WeSpeechies](#)

Here are some questions I EXPECTED to answer (or explain without [#WeSpeechies](#) having to ask) when interviewing private practice applicants. ^cb

1. As an SLP employed by a private/independent practice, will there be a formal agreement (legal doc) for both parties to sign? [#WeSpeechies](#)
2. As an SLP employed by a private/independent practice, will I have to work out a probationary period? If so, for how long? [#WeSpeechies](#)
3. Does the (private/independent) practice have a superannuation scheme, and if not, what is advised? [#WeSpeechies](#)
4. Does the practice have an insurance scheme covering building, contents, professional indemnity, public liability, If not, what is advised?
5. As an SLP employed by this AUSTRALIAN private/independent practice, am I required to be a [@SpeechPathAus](#) member? [#WeSpeechies](#)
6. As an SLP employed by this AUSTRALIAN private/independent practice, am I required to be a [#CPSP @SpeechPathAus](#) member? [#WeSpeechies](#)
7. Will I be expected to sign a doc agreeing not to set up in private practice within a certain radius if I leave the practice? [#WeSpeechies](#)
8. How does this private/independent practice advertise/promote its services? May I see? How will my services be promoted? [#WeSpeechies](#)
9. Will I do all my own assessments, or will clients be allocated to my caseload after another SLP has assessed them? [#WeSpeechies](#)
10. In this private-independent practice, do you conduct performance reviews? Please tell me more about the criteria. [#WeSpeechies](#)
11. Will I be expected to take [#SLP2B](#) [#SLT2B](#) students on clinical placement? If not, may I do so if I wish? [#WeSpeechies](#)
12. In this private practice, if a client specifically asks for me, will the client be allocated to me with no questions asked? [#WeSpeechies](#)
13. In this private/independent practice, what are the fees for services, and is there any flexibility with them? [#WeSpeechies](#)



14. In this private/independent practice, will I be expected to issue invoices and receipts? How? [#WeSpeechies](#)
15. Will I be paid a percentage, so-much-per-consultation, or a salary, or will the income I generate come to me? [#WeSpeechies](#)
16. As an employee in this independent/private practice, will I have to contribute to expenses such as rent, power and phone? [#WeSpeechies](#)
17. What is your client cancellation policy? Will my client be charged if s/he cancels? If yes, what are the exceptions? [#WeSpeechies](#)
18. As an employee in this AUSTRALIAN private practice, should I apply for an ABN? [#WeSpeechies](#)
19. In this private/independent practice, who is responsible for cleaning the premises? Will I be expected to do "housework"? [#WeSpeechies](#)
20. In this private/independent practice, do you provide guidance on practice management? How is this guidance delivered? [#WeSpeechies](#)
21. In this private/independent practice, are mentoring, supervision and debriefing sessions routine (or available)? [#WeSpeechies](#)
22. In this private/independent practice, how many clients will I need to see each day? Is there a "target" I need to reach? [#WeSpeechies](#)
23. How many days a week is the position? Would you expect me to increase my days/hours as my own, or other [#WeSpeechies](#), caseload increased?
24. In this [#WeSpeechies](#) private practice, is there CPD "release time" Is CPD self-funded, or is an allocation specified in my contract?
25. Where do the referrals come from? Will I be required to do things that generate referrals (expos, talks, preschool screenings) & paid?
26. Are there practice admin staff? What's their role? Who books clients in? Or cancels/reschedules them if I'm sick/something happens?
27. What happens if I get a client who needs services I can't provide (e.g. feeding, cleft, high tech AAC) or handle on my own? [#WeSpeechies](#)
28. Where'd I do my paperwork? Am I expected to take it home (big ETHICS question)? Would I charge a separate fee for reports? [#WeSpeechies](#)



29. Is a work laptop/iPad/iPhone involved? What are the expectations about how often I'll be contact-able using those? [#WeSpeechies](#)

30. What equipment/resources are available? Who buys them? Who decides what to buy? Is there space for me to store some resources of my own?

31. What is the practice policy on E3BP? For example, if someone asks for NSOME to improve speech, can I say "no" and say why? [#WeSpeechies](#)

32/1. May I recruit, with ethical approval & full disclosure, clients from the practice for a research project? [#WeSpeechies](#)

32/2. Are clients in this practice ever recruited into research with organisational approval/ethical clearance?

33. Do [#WeSpeechies](#) in this private/independent practice engage in pro bono work? Would I be expected to do so? In my own time?

34. In this well established [#WeSpeechies](#) private/independent practice, what are the "set-up costs" for a newly qualified SLP joining it?

35/1. Who owns/manages this AUSTRALIAN [#WeSpeechies](#) practice? Is it an SLP or other health professional, or a "business person"? SEE 35/2.

35/2. Are they familiar with [@SpeechPathAus](#) / [@AHPRA](#) guidelines re supervision, reporting, social media, marketing testimonials, CPD, etc.?

36/1. Is it true that in AUSTRALIA [#WeSpeechies](#) private practice employees need [@SpeechPathAus](#) membership to get a Medicare Provider number? 36/2. Is it true that in AUSTRALIA [#WeSpeechies](#) private practice employees need [@SpeechPathAus](#) membership to register with Health Funds?

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36/3. Is it true that in AUSTRALIA [#WeSpeechies](#)' private clients will NOT get rebates unless the provider is register with Health Funds?

37. In order to work in this AUSTRALIAN [#WeSpeechies](#) practice, am I required to have "Working With Children" Check & First Aid Certificate?

38. In this AUSTRALIAN [#WeSpeechies](#) practice, will I use my own vehicle for home/school/hosp visits? Who pays Comprehensive [#CPT](#) insurance?

