Telemedicine Checklist

What Should I Do?
Follow these steps to introduce telemedicine services at your small practice.

Assess Your Resources
- Perform a workflow audit to determine bandwidth
- Take stock of current IT assets
- Gauge patient interest

Determine Compensation Options
- Research state laws to identify compensation limitations
- Ask payors whether/how they reimburse services
- See if patients are willing to pay out-of-pocket

Choose a Platform
- Decide between integrated EHR or stand-alone platform
- Research specific vendors (e.g., functionalities supported, pricing)
- Add vendor information to practice’s risk assessment

Discuss Staff Roles
- Determine staff responsibilities
- Conduct training sessions
- Set periodic meetings to address any issues

Get the Word Out
- Publicized new services on social networks
- Ask colleagues for referrals
- Post notices in waiting room