



Medspa Advanced Training

BOULEVARD

01 Overview

Welcome to your Medspa Advanced Training. This series is designed for teams ready to take their Boulevard knowledge beyond the basics. **For the best results, we recommend completing the initial Boulevard Academy training videos before beginning these lessons.** This advanced series provides personalized guidance for owners, managers, service providers, and front-of-house staff who want to master the tools that drive efficiency, compliance, and growth within their medical aesthetics business.



02 Objectives

By the end of this training, you will gain a comprehensive understanding of Boulevard's functionality tailored specifically to medspas. Lessons will focus on building service menus for injectables and weight loss treatments, optimizing front and back-of-house workflows, leveraging advanced charting capabilities, and creating effective memberships and packages. You will also learn how to utilize medspa-specific reports to monitor performance, ensure compliance, and uncover opportunities for revenue growth.



LIBRARY

- Neurotoxins & Fillers
- Allē + Aspire Rewards
- Weight Loss Treatments
- Forms & Charting
- Photo Markup
- Phrases
- Review & Sign Offs
- Photo Gallery
- Memberships & Packages
- Medspa Reporting

Services tied to Products



For Neurotoxin, Fillers & Weight Loss Treatment

Front of House – Front Desk & Service Providers

Back of House – Managers & Admins



01

Neurotoxin & Fillers (Front & Back of House)

Setting up, scheduling and checking out services that require multiple product types

02

Neurotoxin & Filler Discounting (Front of House)

Checking out discounts related to product usage services

03

Neurotoxin & Filler Discounting (Back of House)

Setting up and managing discounts related to product usage services

04

Allē + Aspire Rewards (Front of House)

Using and checking out with outside third party platforms such as Allē, Aspire, Care Credit via custom payment types

05

Allē + Aspire Rewards (Back of House)

Setting up and managing outside third party platforms such as Allē, Aspire, Care Credit, via custom payment types

07

Weight Loss Treatments (Front of House)

Scheduling and checking out weight loss services

08

Weight Loss Treatments (Back of House)

Setting up and managing services weight loss services

Advanced Charting



Overview of Boulevard's Advanced Charting & Documentation

Front of House – Front Desk & Service Providers

Back of House – Managers & Admins



01

Building Forms & Charts (Back of House)

How to set up and create Forms & Charts

02

Using Forms & Charts (Front of House)

Using and interacting with forms & charts

03

Photo Markup (Back of House)

How to set up and managing photo markup

04

Photo Markup (Front of House)

Using photo markup

05

Phrases (Back of House)

Setting up and managing phrases

06

Review & Sign Off (Front of House)

How to utilize review & sign off functionality for medical director review

07

Photo Gallery (Front of House)

Utilizing photo gallery

Memberships & Packages



Overview of Boulevard's Membership's & Package's

Front of House – Front Desk & Service Providers

Back of House – Managers & Admins



01

Creating a Membership (Back of House)

Setting up memberships

02

Example Memberships (Back Of House)

Example of common Medspa memberships types

03

Selling Memberships Online & In-Store (Front of House)

Selling and checking out memberships online & in person

04

Creating Packages (Back of House)

Setting up packages

05

Memberships & Packages: Same Day Sale & Redemptions (Front of House)

A walkthrough of selling and redeeming membership & package perks on the same day

06

Membership: Best Practices Article (Back of House)

07

Boulevard's Best: Boosting Revenue & Growing Loyalty Through Memberships (Back of House)

Medspa Reporting Best Practices



REPORTING BEST PRACTICES GUIDE

A comprehensive guide to creating and customizing the most commonly requested Medspa reports



REPORTING ARTICLES SUPPORT CENTER

All Reporting related articles from getting started to comprehensive glossaries

OTHER RESOURCES

Beyond the Basics: Custom Reports & Top KPIs in Boulevard

Mastering Boulevard's Custom Reports

End-of-Month Reports Best Practices

Academy

Support Center