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.

LIBRARY

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

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.

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