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# Your Complete Checklist for a Dental Practice Startup

The planning, design, and legal steps to know before  
building a dental or medical practice from scratch.

## **Dental & Medical Counsel, P.C.**

Healthcare and Dental Attorneys, Walnut Creek, CA  
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A practice startup can be complex but rewarding, giving doctors the flexibility to build the practice they have envisioned. Before starting the process, there are a number of factors to consider, from budget and time frame to design, compliance, and financing. This checklist walks through what to consider at each stage of a practice startup.

## PART 01

### Ask Yourself the Right Questions

- ☐ Building a practice can take a lot of time and effort. Do I have it in me to see this project through?
  - ☐ What is my time frame?
  - ☐ What is the cost of build out?
  - ☐ Am I prepared to invest in marketing early in the process?
  - ☐ Should I buy an existing practice or start one from scratch?
  - ☐ Does it make financial sense to build a new dental practice?
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**SCHEDULE YOUR COMPLIMENTARY CONSULTATION**

### Thinking Through a Startup?

Let's talk through your timeline and budget before you sign a lease. It is the easiest way to avoid costly surprises.

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## PART 02

### Choose Your Location

- ☐ Find and select the ideal location for the new practice
  - ☐ Understand how demographics impact the practice location
  - ☐ Decide whether to buy or lease a commercial space for the practice
  - ☐ Get tips for negotiating a dental lease
  - ☐ Consider the legal requirements of starting a practice in that location
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## PART 03

### Design and Build the Space

*This is where the vision and priorities for the practice take physical shape.*

- ☐ Consider the dreams and plans for the practice

- ☐ Set the budget and priorities for the build out
  - ☐ Evaluate the space, including storage, wall thickness for privacy, and passage space
  - ☐ Prioritize patients' comfort and privacy in the design
  - ☐ Consider the needs of the team members who will work in the space
  - ☐ Maximize efficiency and patient flow throughout the layout
  - ☐ Facilitate a proper soil test on the property, if applicable
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#### **SCHEDULE YOUR COMPLIMENTARY CONSULTATION**

### **Building Out a Space?**

We help doctors review architect, contractor, and equipment agreements so the build out stays on track.

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#### **PART 04**

### **Bring in the Right Specialists**

- ☐ Prepare questions to ask the architect when building a dental practice
  - ☐ Prepare questions to ask the equipment specialist when building a dental practice
  - ☐ Prepare questions to ask the contractor when building or updating a dental practice
  - ☐ Select the right equipment for the new dental practice
  - ☐ Choose the types of cabinetry and interior finish materials for the space
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#### **PART 05**

### **Handle Compliance and Legal Formation**

- ☐ Factor in ADA, HIPAA, and other zoning laws from the start
  - ☐ Confirm the practice stays ADA compliant while building or updating
  - ☐ Complete the legal requirements of starting a dental practice
  - ☐ Choose a name for the dental practice
  - ☐ Consider trademark protection for the practice name
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#### **PART 06**

### **Prepare to Open**

- ☐ Obtain insurance for the new dental practice

- ☐ Have a business plan in place before opening the office
  - ☐ Understand why practice ownership is important to the long term goals
  - ☐ Plan the practice management, HR, and operations that will run the business
  - ☐ Review the checklist one more time before opening day
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## Ready to Build Your Practice?

Our dental and medical attorneys guide doctors through every step of a practice startup, from lease negotiation to opening day. Schedule a complimentary consultation to talk through your plans.

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*This checklist is provided by Dental & Medical Counsel, P.C. for general informational purposes only and does not constitute legal, financial, or tax advice. Every startup is different, so speak with a qualified dental attorney before making decisions about your specific practice build out.*



## About Ali Oromchian

**Founding Attorney, Dental & Medical Counsel, P.C.**

Ali Oromchian, JD, LL.M. is the founding attorney of Dental & Medical Counsel, P.C. and one of the nation's leading legal authorities on topics relevant to dentists, doctors, optometrists, and veterinarians. Since its creation, DMC has been regarded as one of the pre-eminent health care law firms devoted exclusively to healthcare professionals.

His clients seek his advice on dental and medical practice transitions, the creation of corporations and partnerships, associate contracts, estate planning, employment law matters, office leasing, and state board defense.

Ali is a frequent speaker on employment law, practice transitions, negotiation strategies, contracts, and estate planning throughout North America, having spoken for the American Dental Association, California Dental Association, Hawaii Dental Association, American Association of Orthodontics, California Society of Pediatric Dentistry, NVision, Vision Source, and countless other state and local dental, medical, and optometric societies.

He is a graduate of the University of California at Davis, where he received a Bachelor of Arts with Honors in Political Science and Rhetoric and Communications, and of the University of California, Davis School of Law, where he received his Juris Doctor. He went on to earn an LL.M. with Honors from The George Washington University Law School. Ali is a member of the California Bar and the Bar of the District of Columbia.