

Service Line Addition Planning

Specialty to be added: _____

Key Surgeons: _____

FINANCIAL	Project Lead	Due Date	Completed	Notes
Capital needs have been identified				
Contribution Margin analysis completed				
Break-even timeframe calculated				
Financing of capital investment confirmed				
Impact of new Service Line cases on overall ASC financials analyzed				
Payer contract negotiations complete				

CLINICAL	Project Lead	Due Date	Completed	Notes
Staff have the necessary competencies				
Training plan has been developed				
Adverse event planning completed-equipment, supplies, protocols				
Applicable clinical pathways developed				
Clinically appropriate patient selection guidelines developed and communicated				
Anesthesia aware of new service line and can fully support				

REGULATORY	Project Lead	Due Date	Completed	Notes
All planned procedures are confirmed on the CMS APL				
All planned procedures are allowed by the state				
Special exceptions or approvals have been obtained from the state (state specific)				
Confirmation of ability to have 23 hour stays (state specific)				
Accrediting body has been notified				

OPERATIONS	Project Lead	Due Date	Completed	Notes
Practice and ASC have solid communication plan established				
ASC staff understands operational implications of clinical pathways				
Facility assessment to evaluate ability to store and manage new equipment completed				
Sterile processing equipment needs, process, flow and timing have been defined				
Peri-operative capacity requirements and patient flow evaluated				
Updated ASC staffing plan to accommodate new specialty completed				