

Before You Arrive: 10-Minute Practice Alignment Worksheet

LEADERS RHEUM SUMMIT · ORLANDO

Prepared to help you get more value from your time onsite. Spend 10 minutes with your team — arrive with clarity, not just good intentions.

💡 Identify Pressure

Where does your practice feel it most?

💡 Clarify Ownership

Who owns what — and where does it break?

💡 Define "Worth It"

What does success look like when you leave Orlando?

How to Use This

- Spend 10 minutes with 1–2 team members
- Don't overthink your answers
- If there's disagreement → mark "Unsure"
- Bring this with you to the conference

What Would Make This Conference Worth It?

Top 1–2 challenges we need clarity on right now

Where we feel the most pressure as a practice

What would make this conference "worth it"?

What are we hoping to find?

Ideas Validation Vendors Solutions

Before You Attend a Session, Ask Yourself This

 SESSION PREP TOOL

Not every session will matter equally to your practice. Use these prompts to guide what you pay attention to.

1

Practice Pressure: State of Independent Rheumatology

Before you attend, ask: Where are we feeling the most pressure right now? Do we actually agree on what's causing it?

Clear Somewhat Clear Not Clear

What we want to walk away understanding:

2

Revenue Architecture: Predictable Growth

Before you attend, ask: Do we know where revenue is being lost or delayed? Are our systems helping or hurting that?

Clear Somewhat Clear Not Clear

What we want clarity on: _____

3

The Data Advantage: Turning Friction Into Power

Before you attend, ask: Do we trust our reporting today? Can we act on it quickly?

Yes No Not Sure

What we want to improve: _____

4

Tools Driving Efficiency & Insight

Before you attend, ask: Are our current tools actually making us more efficient — or are we just managing more systems?








Working Mixed Not Working

What we want to evaluate: _____

Who Owns What — And Where Does It Break?

 ACCOUNTABILITY MAP






If ownership isn't clear, problems usually follow. Use this grid to surface gaps before they surface at the worst time.

Area	Who Owns This?	Is It Clear?	Confidence	Where It Breaks	What to Learn at Conference
 Cybersecurity	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	<input type="checkbox"/> High <input type="checkbox"/> Med <input type="checkbox"/> Low	_____	_____
 Compliance (HIPAA)	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	<input type="checkbox"/> High <input type="checkbox"/> Med <input type="checkbox"/> Low	_____	_____
 IT / Systems	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	<input type="checkbox"/> High <input type="checkbox"/> Med <input type="checkbox"/> Low	_____	_____
 Vendor Management	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	<input type="checkbox"/> High <input type="checkbox"/> Med <input type="checkbox"/> Low	_____	_____
 Billing / Revenue	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	<input type="checkbox"/> High <input type="checkbox"/> Med <input type="checkbox"/> Low	_____	_____
 Data / Reporting	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	<input type="checkbox"/> High <input type="checkbox"/> Med <input type="checkbox"/> Low	_____	_____
 Patient Exp. Tech	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	<input type="checkbox"/> High <input type="checkbox"/> Med <input type="checkbox"/> Low	_____	_____

 Where do we feel the most confusion or overlap? _____

Quick Readiness Check

💡 2 MINUTES · NO OVERTHINKING

Area	Question	Status
 HIPAA Readiness	Do we feel confident in our last risk assessment?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure
 Cyber Preparedness	Could we respond to a ransomware event tomorrow?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure
 CIRCIA Awareness	Are we aware of new federal breach reporting expectations?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure
 State Privacy Laws	Do we know if new state privacy laws apply to us?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure
 Cyber Insurance	Would our policy actually cover a real event today?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure

📄 💡 **If you marked 2 or more as No or Unsure** — it's worth having a conversation while you're in Orlando. We'll be available for informal conversations throughout the event.

One Last Thought Before You Head to Orlando

This worksheet was created to help practices get more from their time at the Leaders Rheum Summit. The best ideas start with the right questions — and you've already done the hard part.

Bring this. Use it. Leave with clarity. 💡