

Career Services

Purpose:

Life West's Career Services Dept. purpose is to provide Life West students, and recent alumni with the tools necessary to transition from being a student to being a successful practitioner of chiropractic. We want to empower our graduates with the Lasting Purpose of service to humanity with the power of a chiropractic adjustment.....all this along with the tools to do such. Our department is all about empowering you with the tools to be successful. Call on us whenever you have a question about practicing or establishing a practice.

Areas of Assistance:

Life West's Career Services will offer assistance in the following areas:

- Associateship • Practice Purchasing • Independent Contractor • Job Postings
- Resume Writing • Interviewing skills • Contract Review • Finding a Mentor • Opening your own office • Goal Setting • Office Location • Opening your own office • Equipment Lease vs. Purchase • Licensing • Branding • Malpractice Insurance • Billing Software • EHR Software • Office Website • Practicing Abroad

Associateships

Associate is defined as a person with limited or subordinate membership in an organization. As a chiropractic associate you are generally working as an employee under another Doctor of Chiropractic who owns the practice. This offers a great way to gain the experience of practicing. These can be a great opportunity for new DC's, but one aware of the about the details of any contracts. Life West's Career Services Dept will be glad to help you review contracts, however one should never enter into any legally binding agreements either written or verbal without first consulting legal council. Bring in your documents and let's go over them together.

Practice Purchasing

Being able to purchase a thriving practice right after graduating offers the recent graduate the chance to step right into an already established thriving business. There are however fair and equitable prices to be paid, and reasonable protections should be in place for both the seller and purchaser. Life West's Career Services Dept will be glad to help you review contracts, however one should never enter into any legally binding

agreements either written or verbal without first consulting legal council. Bring in your documents and let's review them together.

Independent Contractors

A business may pay an independent contractor and an employee for the same or similar work, but there are important legal differences between the two. For the employee, the company withholds income tax, Social Security, and Medicare from wages paid. For the independent contractor, the company does not withhold taxes. Your responsibilities for both may be the same, but one must remember that if hired as an independent contractor that you are responsible for all filing of taxes. . Life West's Career Services Dept will be glad to help you review contracts, however one should never enter into any legally binding agreements either written or verbal without first consulting legal council. Bring in your documents and let's review them together.

Job Postings

. Life West's Career Services Dept hosts a Job Board on the Life West Website. The link is: <https://lifewest.edu/alumni/dc-career-opportunities>

This job site is to aid alumni, and current students, with the tools to connect with fellow Chiropractors for potential job opportunities. It is our intent to bridge the gap between those looking to hire from a quality pool of graduates, and the graduates themselves. Practicing DCs will be given a place to post the opportunities they may have for our graduates.

Any Doctor of Chiropractic that is looking to have a Life West DC work with them, are invited to visit Life West. You'll see firsthand the quality of their education, and the exceptional level of adjusting skills shown by our chiropractic students. Chiropractic Students are directed to the DC Career Opportunities to review, and those looking to post on the Chiropractic Job board can post up:

- Associate Positions
- Practices for Sale
- Independent Contractor Positions
- Teaching Positions
- Research Positions
- Job Postings

There are currently dozens of listings on our DC Career Opportunities posting, and these change daily. Students are directed to review these listings regularly. There are many promising opportunities that are available. *This is a public site, and Life West makes not promise as to the accuracy or truthfulness of information with any of the postings.*

There are also other resources that the chiropractic student can utilize for potential areas of employment:

State association websites many times have their own sections for local employment availability

- <http://www.cecruncher.com/state+chiropractic+associations> or
- <https://www.ncmic.com/learning-center/links/chiropractic-associations>
- <https://www.linkedin.com/jobs/chiropractor-jobs>
- <https://www.chiropracticjobsonline.com> for a more international flair

Resume Writing

Having a professional resume and solid interviewing skills are critical when preparing your portfolio. Resume writing: currently enrolled students and recent Life West graduates can call on the Career Development Dept. for assistance with their resume. This is also a helpful site: <https://www.thebalance.com/how-to-create-a-professional-resume-2063237>

Interviewing skills

Interview Skills: currently enrolled students and recent Life West graduates can call on the Career Development Dept. for assistance with interviewing strategies. This is also helpful: <https://www.monster.com/career-advice/article/boost-your-interview-ig>

Contract Review

Almost all commitments that you'll make as an associate, practice purchaser, borrower, lessee, etc., will require a contract. Contracts need to be reasonable and fair, outlining

the expectations of both parties. If you are not familiar with these types of agreements, it's important to receive professional help. Life West's Career Services Dept. will be glad to help you review contracts for fairness, however one should never enter into any legally binding agreements either written or verbal without first consulting legal council.

Finding a Mentor

Mentors: a mentor is an experienced trusted adviser, and synonymous with guide, guru, counselor, confidant. Although paid consultants can play a vital role in aiding the recent graduate, it is not necessary to have to pay large sums of money for help in how to set up a practice. Many a DC, upon graduation, has found a mentor to follow. It has gone like this.

- First, define what type of chiropractic practice you want to have. For example a Subluxation based volume practice, Neurology based practice, Family chiropractic practice, Sports chiropractic practice, Animal chiropractic practice, etc.
- Next, find a DC that has that type of practice you want. Be sure that he/she practices ethically and with a genuine intent to change people's lives. You will subconsciously do as they do, so be sure that they are doing it right.
- Then, approach them and ask them if they will be your Mentor. Preferably go and meet them and shadow them in their office. A true Mentor does not want to charge you a fee to do so. Consultants charge a fee for their time, a mentor does not. Once they have agreed to be your mentor, spend as much time in their office as you can.
- Follow them around, study their forms, ask their advice, find out what they say and do, attend their patient lecture, sit in on day one and day two, and be sure you "own" what is needed. So, now you have a better understanding of how to practice. Now is the time to return back to your office and do pretty much exactly what your mentor does. Mimic what they do as closely as possible, with the expectation of obtaining the same level of success.
- Finally, once you've mastered doing what your mentor does, then it's time to allow the workings of your innate to seep into your procedures, into your table talk, and into your own personal expression of chiropractic practice. This is all done with the expectation of greatness in creating a brighter future for humanity through the power of chiropractic.

Goal Setting

"Goal setting is the first step of turning the invisible into the visible" - Tony Robbins.
How can you get somewhere if you have not first decided on where you are going?

Come to Life West's Career Services Dept and let's assist you in coming up with your first year, second year, fifth year, and ten year goals. Goals absolutely make a huge difference in your achieving what you want.

Office Location

In real estate they say location, location, location is everything. Build it and they will come applies to baseball diamonds, but not necessarily chiropractic offices. Your location will make a difference, and we're here as a resource to discuss your options. Just keep in mind that your location will not fill your office with patients no matter how good it is. YOU must do that.

Equipment

Lease vs. purchase. Here's a good link that explains pros and cons of both: <https://quickbooks.intuit.com/r/office-and-equipment/pros-cons-leasing-vs-buying-equipment/> Feel free to call on Life West's Career development dept. for assistance in this matter.

Licensing

You will need to obtain a state/provincial license to practice as a Doctor of Chiropractic, or in some jurisdictions as a Chiropractic Physician, before entering into active practice. Most states require you to obtain a license when working for an established practice. To find the requirements to obtain a license in your chosen state or province please see below:

- For the U.S. : www.fclb.org
- For Canada: www.cceb.ca/home

If you have other questions about getting licensed call on us, we are here to assist you.

Branding

A brand is a name, term, design, symbol, or other feature that distinguishes an organization or product from its rivals in the eyes of the customer. Brands are used in business, marketing, and advertising.

Before opening your office and stepping out on your own, it would be most helpful for you to establish what your brand is to be. Do you want to be “The Kids Chiropractor”, or “Chiropractor to the Memphis Blue Angels”. As described above, figure out what you want to do, then define/describe it and let that be reflected in your branding. Your brand and your broad messaging reflect your practice and your patients and colleagues see you. This piece of your practice is critical and in this you could use some professional advice.

Malpractice Insurance

Ever wonder why you spent so much of your chiropractic education studying pathology, diagnosis, etc.? That's because is fairly easy to teach someone when and how to adjust, but takes much longer to know when not to adjust. You have an excellent education, and already know when to adjust and when not to adjust. You must operate your practice ethically and with professionalism Carrying malpractice insurance is essential. Many insurance plans will require that you carry malpractice insurance to enroll in as a provider. Listed below are some of the more common companies that offer malpractice coverage for chiropractors:

<https://www.chirosecure.com/>

<https://www.ncmic.com/>

<https://www.oumchiropractor.com/site/>

Billing Software • EHR Software

One does not have to have expensive software to open a chiropractic office. As the matter of fact, many a successful DC has started without it. It is nice, helpful, and certainly preferable to do so, but not an absolute necessity. If you are able to do so, we can help you make a decision as to what type and what vendor would be a good fit for you. Here's some suggestions, but by all means not an exhaustive list:

<https://www.chirotouch.com/>

<http://eclipsepracticemanagementsoftware.com/>

<https://www.platinumsystembilling.com/>

Office Website

Your website should be direct reflection of your brand. It should be professional, informative, interactive, pertinent, and timely. A good website is essential for establishing and maintaining your practice. We will be happy to review your website, but the following companies will assist you in designing one that works for you:

<https://www.nowyouknow.net/>

<https://www.perfectpatients.com/our-favorite-sites/>

<https://chiromatrix.com/>

<http://www.chiropplanet.com>

Still need help with your website? We are here to help.

Practicing Abroad

“Bring your hands with you, and the world becomes your practice” - Palmer Peet, D.C.

There are great opportunities to practice chiropractic outside the U.S. Chiropractic in Latin America is growing. You can contact the president of the Latin America Chiropractic Associate, Dr. Peter Morgan at chirorye@aol.com for more information. In Europe there are numerous U.S. docs practicing there. Best advise would be to contact the chiropractic associations in the individual countries. The International Federation of Chiropractic Organizations (IFCOchiro.org) would also be a good resource for international chiropractic. Do your homework, learn the laws and work requirements for the countries and then go and serve the masses with the wonderful benefits of chiropractic care.

Here are some contacts in various countries:

Amsterdam: Lizette Botha +31 6 31 74 60 03

Lauren Steinfort +31 6 39 07 20 87

Norway: Michael Dibley+47 452 14 575

Israel: Dr. Ronan Mendi (look him up on FB)

Sweden: Dr. Andreas Soderstrom: Andreas@kiopraktiskcenter.se

<http://www.chiropracticdiplomatic.com/some-abcs-of-preparing-for-a-foreign-practice/>

<http://www.chiropracticdiplomatic.com/the-new-pioneers/>

There are other resources that those looking for help will find useful:

www.StudentDC.com is a sight that can also help your transition from student to successful DC. It has resources on business plan preparation, applying for a loan, marketing, sample resumes and cover letters, and practice visit check lists.

Where is Career Development Located?

In the Institutional Advancement Dept. Room 1021

Office Hours: By appointment

Contact: Palmer Peet, D.C.

Director of Alumni Affairs

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Remember, that you now have a sacred trust to guard and protect the chiropractic principle of ADIO. Let us work with you reach your optimum potential in practice.