

# How to Effectively Manage Medical Practice Staff, explained by physician and analyst Dr. William Matzner

*In his new publication, Dr. William Matzner explains some of the most effective steps and measures to improve healthcare staff management.*

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/EINPresswire.com/ -- Running and managing a medical facility is no child's play; a lot of planning, hard work, determination and organization skills go into it. Luckily, we live in an age where most of our day to day tasks have been made easier thanks to the meteoric development in the fields of science and IT. In order to enhance a facility's productivity and reliability, good management and administration is required. But, how do we ensure we

can mitigate legal and financial risks, maximize patient satisfaction, and ensure quality service provision? In order to achieve these outcomes, you need to manage your staff efficiently.



William Lee Matzner, MD - California, Simi Valley

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Medical Practice Management Software helps with the daily tasks of appointment scheduling, report generation, claims and statements for insurance coverage, thus making the work of the staff easier.”

*Dr. William Matzner,  
California (Healthcare  
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Dr. [William Matzner](#) has published an article about it. The complete article will be published on the Blog of Dr. Matzner at <https://drwilliammatzner.blogspot.com>

Here are some of the most effective steps and measures can help with staff management to achieve better results:

## Staff Training

Training the staff and briefing them on what is expected of them in terms of both professional performance as well as patient care are both key factors that play a vital role in the smooth running of a medical practice. The staff should be well aware of how they are expected to perform and the standards that they must meet. They must also be well equipped and regularly updated in terms of changes,

policy alterations, and training sessions.

## Constant Supervision and Support

To ensure that the staff is on track and following policies, standards, and requirements, it is very important to not just closely supervise them, but also offer them support. This support could be

in many forms, for instance, they may require help with equipment and instrument handling and operating, or they might require assistance with time managements etc. It is of paramount importance to be directly involved with the staff at some point, in order to ensure that they have all the support they may need, while also ensuring that they are aware that they are being supervised so that they do not compromise on quality. Supervision and support may also be offered in the form of staff guides, operation manuals, checklists, and roster of routine activities. Appreciation is also very important. Appreciate the staff and their efforts when they perform well and similarly, encourage them to improve if they are not at par with the standards.

### Management Using Technology

Lastly, in this age of advanced technology, technological systems can help with a lot of management and organization. There are now certain management apps meant specifically for medical practices that help with normal routine activities—and do so quicker than humans. For instance, the Medical Practice Management Software or MPMS helps with the daily tasks of appointment scheduling, report generation, claims and statements for insurance coverage etc.

thus making the work of the staff much easier. Such computerized programs save time, ensure quality service, and also reduce the workload of the staff. These systems now can also be connected to the internet, which makes them even more efficient.

Following the tips above can significantly help improve the quality of service, retention rate, and ensure that your staff enjoys working for you.

About [William Lee Matzner](#), M.D., PhD, FACP

Dr. [William L. Matzner](#) works in the area of healthcare economics consulting at Healthcare Analytics, LLC, in California. He graduated Phi Beta Kappa from Stanford University. He received his M.D. with Honors from Baylor College of Medicine. In 1988, he was the Solomon Scholar for Resident Research at Cedar Sinai Medical Center. Dr. Matzner subsequently was awarded a PhD in Neuro Economics from Claremont Graduate University. He is board certified in Internal Medicine and Palliative Medicine. He has researched and published extensively on the issue of reproduction and immunology in medical literature. He has been in private practice since 1989, specializing in Reproductive Immunology and Internal medicine.

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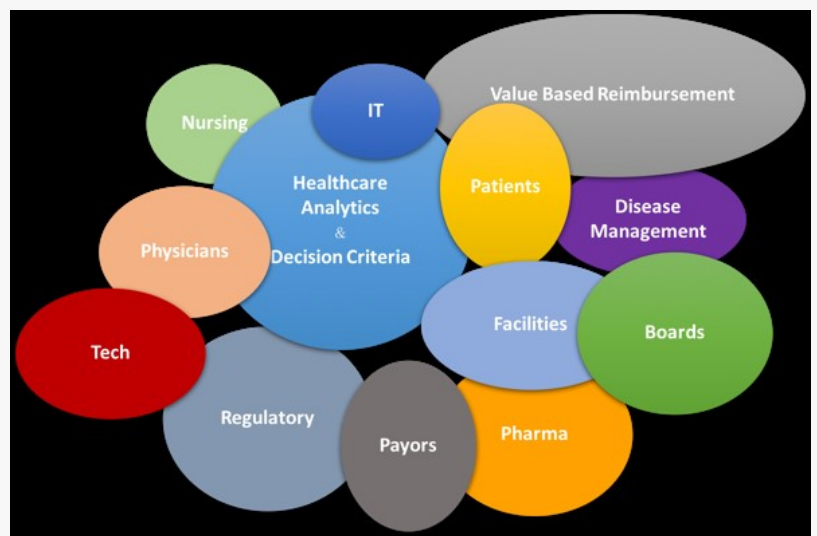


Diagram Healthcare Cost Effectiveness Dr William Matzner Simi Valley California

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