

START Checklist

Things to put in place

- Secure premises to work from
- Join your governing body as a full practising member
- Register with HMRC as a sole-trader
- Register with the Information Commissioner's Office (ICO)
- Update your PVG membership to reflect your current role
- Check you have public liability & professional indemnity insurances
- Decide how you will keep your records GDPR compliant
- Write the documents that will guide your practice (policies)
- Do a health & safety assessment of where you will work
- Update your child protection training, if required
- Write a clinical will