

## One-Off Projects

### Custom Systems Built for Your Practice

At Allied Admin Partners, we specialise in helping allied health providers streamline and upgrade their backend operations. Whether you're scaling, rebuilding your processes, or setting up new systems from scratch, our team creates custom, efficient, and compliant solutions tailored to the way you work.



We take care of the technical setup, workflow design, documentation, and team training so you can stay focused on supporting your clients while we handle the admin foundations.

#### What's Included:

##### ✓ Custom System Setup (Including Full Splose Builds)

We configure your systems from the ground up: intake forms, booking flows, client management, invoicing, service agreements, reporting, and more. Every setup is designed to reduce admin work and support smooth day-to-day operations.

##### ✓ Splose Optimisation

Already using Splose? We audit and refine your setup to ensure your system:

- Supports your full client lifecycle
- Removes admin bottlenecks
- Works seamlessly for your team
- Meets compliance and reporting requirements

#### Why Allied Admin Partners?

- Specialists in allied health operations
- Experienced in NDIS-aligned workflows and compliance
- Clear communication and collaborative process
- Fast turnaround and high-quality documentation
- A systems-first approach to help you scale sustainably

#### ✓ Streamlined Admin Processes

We create clear, organised, and compliant processes tailored for allied health, including:

- Intake + triage workflows
- Service agreement workflows
- NDIS documentation processes
- Team task management systems
- File management + naming conventions

Everything is designed to help your practice run smoothly and reduce risk.