

Succession/Transition Planning Evaluation		5	1
		Agree	Disagree
1.	I need significant revenue from the sale or transition of my practice to live comfortably in retirement.	5	4 - 3 - 2 - 1
2.	I want to stay in practice after I transition, but at a less demanding level	5	4 - 3 - 2 - 1
3.	I will need to work and make further income after I step back.	5	4 - 3 - 2 - 1
4.	I have not set a specific timeline for my step back/retirement.	5	4 - 3 - 2 - 1
5.	I don't have a clear succession candidate in my firm.	5	4 - 3 - 2 - 1
6.	I am not clear on how to successfully transition my practice.	5	4 - 3 - 2 - 1
7.	My firm ownership structure is not set up to facilitate gradual transfer of ownership.	5	4 - 3 - 2 - 1
8.	I currently do not have a standard compensation structure which will apply to all attorneys during a transition.	5	4 - 3 - 2 - 1
9.	My office does not currently operate primarily on standardized, written procedures, forms and checklists.	5	4 - 3 - 2 - 1
10.	I spend too much time worrying about the operational details of my practice.	5	4 - 3 - 2 - 1
11.	I do not have a database and system for periodic contact with clients and former clients regarding future work.	5	4 - 3 - 2 - 1
12.	I do not have a database and system to manage and facilitate regular contact with referral sources for maintaining consistent contact.	5	4 - 3 - 2 - 1
13.	My practice revenues are not large enough to attract a successor.	5	4 - 3 - 2 - 1
14.	I don't think many of my current important clients will accept working with another attorney instead of me.	5	4 - 3 - 2 - 1
15.	I am hesitant about turning control of my practice over to someone else.	5	4 - 3 - 2 - 1
TOTAL SCORE			
Interpreting Your Score			
1 – 30	Normal range.		
31 – 40	There is a significant lack of clarity and preparation to facilitate the desired result of any succession plan. Make this a priority. Identify those issues and seek to create a more focused plan.		
41 – 50	There are a significant number of obstacles to a successful transition which could put significant retirement income at risk. Time to make study, focus, planning and preparation a major priority. Consider seeking professional advice and guidance to structure the process for success.		
51 – 75	You have little hope of accomplishing a succession which provides your desired result due to lack of clarity, preparation, and practice refinement. You are on the verge of sacrificing both major retirement income and the opportunity to continue to stay active and earning after transition. Seek immediate expert support.		

**For further information and advice on your transition, call 407-830-9810
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