SparkAudit sample audit — "Harbor Street Physio" (SAMPLE, FICTIONAL DATA)

This is a sample. The business, the people and every number below are invented to show the format and depth of a real SparkAudit. No client data is used.

Prepared by GranitCorp (SparkAudit) · Fixed scope: intake questionnaire, one 20–30 minute call, this written audit, one revision round · Delivered in 5 business days from the completed intake and call.

1. The business in one paragraph (as described in the intake)

A fictional five-person physiotherapy clinic. Bookings arrive by phone, WhatsApp and a web form; reminders are sent by hand; invoices are typed from a spreadsheet; new-client intake forms are paper; the owner writes a weekly summary email by copying numbers from three places.

2. How the five opportunities were ranked

Each opportunity was scored on hours saved per month (from the intake answers), cost and complexity to automate (low, medium, high) and risk if it goes wrong. The list is ordered by hours saved per unit of effort. Estimates are ranges, not promises.

#	Opportunity	Estimated hours saved per month	Cost / complexity	Risk
1	One booking inbox: web form + WhatsApp + phone notes into one calendar with automatic reminders	18–24	Low	Low
2	Digital intake and consent forms completed before the first visit	8–12	Low	Medium (health data: store only what is needed, in the clinic's own account)
3	Invoices created from the calendar after each visit, sent by email	10–14	Medium	Low
4	No-show and rebooking messages	4–6	Low	Low
5	Weekly owner summary generated from the calendar and invoices	3–4	Medium	Low

Total estimated: 43–60 hours per month across the team. (Fictional example.)

3. The recommended first step

Start with opportunity 1. It is the lowest-effort change with the largest time saving, it needs no new tools beyond a booking calendar the clinic already pays for, and it produces the data that opportunities 3 to 5 reuse. A fixed-scope setup takes about five business days.

4. For each opportunity: what it is, what you need, what could go wrong

1. One booking inbox. What it is: every booking request lands in one calendar; the client gets an automatic confirmation and two reminders. You need: the calendar the clinic already uses, access to the web form and the WhatsApp business number. What could go wrong: a client who books by phone must still be entered by a person; the automation covers the other two channels first. 2. Digital intake. What it is: a short form sent with the confirmation, stored in the clinic's own account. You need: the current paper form. What could go wrong: health information needs a clear retention rule; the audit recommends keeping only what the clinician uses. 3. Invoices from the calendar. What it is: after a visit is marked done, an invoice is prepared and sent. You need: the price list and the accounting tool's export format. What could go wrong: rate exceptions (insurance, discounts) need a rule list agreed in advance. 4. No-show messages. What it is: a polite message after a missed visit with a rebooking link. 5. Weekly summary. What it is: one email with visits, income and open invoices.

5. What this audit does not include

Building the automation (a separate, clearly scoped project with its own fixed price), ongoing support, or legal advice on health-data law.

6. Method

Intake answers and the call notes were turned into a task list, each task timed from the clinic's own description, grouped by the tool it touches and scored as above. Assumptions are listed next to each estimate so you can correct them in the revision round.

Sample prepared by GranitCorp. GranitCorp is a business; its production system, AI1, helps prepare and check the analysis.