

Survey Cover Email

ABVE Members,

We are developing a course on selling or closing a private forensic practice for the Commission on Rehabilitation Counselor Certification (CRCC) e-University. We are asking forensic practitioners about their experiences with buying or closing a private forensic practice. **If you have not bought, sold, or closed a private forensic practice involving vocational expert (VE) or life care planning (LCP) work, please do not complete this survey.**

We expect that it will take approximately 5-15 minutes to complete the survey. The survey is designed such that responses are unable to be linked to the ABVE member completing the survey. This means we will not know who completed the survey.

Your participation is voluntary, and you have the right to end participation at any point, even if you have already started the survey. You can simply close your browser and that will end your participation. If you do this, please know that the questions you have already answered will be submitted.

In addition to using this information in the development of the e-University course, we intend to share the results through several venues – conferences, continuing-education, and publications.

We will be asking members of both IARP and ABVE to complete this survey. If you are a member of both organizations, please only complete it once.

By clicking the link below, you consent to participate, and you will be taken to the survey. If you want further information, please feel to contact either of us at the email addresses below.

[XXXXX](#)

Again, your responses will be kept confidential. Thank you for your participation.

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John Meltzer, MS, CRC, CDMS, LPC at <mailto:jmeltzer@expertvoc.com>

Introduction

- 1) Have you bought, sold or closed a private forensic practice? (Check all that apply)
 - a) Bought
 - b) Sold
 - c) Closed

- 2) Have you bought, sold or closed a: (Check one)
 - a) VE practice
 - b) LCP practice
 - c) Both VE and LCP practice

- 3) If you closed a private forensic practice, did you try to sell it before closing it?
 - a) Yes
 - b) No

- 4) If you closed your private forensic practice without trying to sell it, was it because:
(Check the one reason that is closest to why you didn't try to sell)
 - a) It was easier to close it without going through the selling process.
 - b) I did not know or could not find anyone to sell to.
 - c) I did not think it had value.
 - d) Other _____

- 5) If you tried to sell your practice before closing it, what is your opinion as to why it did not sell: (Check one)
 - a) Could not find a suitable buyer.
 - b) Could not agree on price.
 - c) Other _____

If you closed your practice without selling, skip to question 11. Otherwise, please continue with question #6.

- 6) If you bought or sold a private forensic practice, was the buyer one of your employees or family member who worked in the practice? (Check one)
- a) Yes, the buyer was a family member.
 - b) Yes, the buyer was an employee.
 - c) No, the buyer was neither a family member or employee.
 - d) If another person bought the business, who was the person? _____
 - e) Both a family member and employee.
- 7) If the buyer was not an employee or family member working in the practice, how did the buyer and seller connect? (Check one)
- a) Seller sought me out.
 - b) Buyer sought me out.
 - c) Third party connected us.
 - d) Other _____
- 8) If you bought or sold a private forensic practice, what types of professional(s) helped you with the transaction? (Check all that apply)
- a) Accountant/CPA
 - b) Lawyer
 - c) Other _____
- 9) If you bought or sold a private forensic practice and you consulted with a lawyer, which parties were represented by the lawyer? (Check one)
- a) Seller only represented by lawyer.
 - b) Buyer only represented by lawyer.
 - c) Buyer and seller both represented by the same lawyer.
 - d) Buyer and seller each represented by their own lawyer.
- 10) Did you sell or close your business because of : (Check one)
- a) Retirement
 - b) Career change
 - c) Relocation
 - d) Other _____

The selling or closing process: Notices

- 11) When you were closing or selling your practice, how much notice did you give your referral sources?
- a) Less than one month.
 - b) Between 1–3 months.
 - c) Between 4-6 month.
 - d) More than 6 months.

- 12) When you closed your practice, for how long did you keep an active business phone number?
(Check one. Please do not answer this question if you sold your practice)
- a) My business phone number was inactive as of the date I closed my practice.
 - b) My business phone number was active for up to 1 month after I closed or sold my practice. Why: _____
 - c) My business phone number was active for 2-6 months after I closed my practice. Why: _____
 - d) My business phone number was active for 7 months or longer after I closed my practice. Why: _____
- 13) When you closed your practice, for how long did you maintain an active business email address? (Please do not answer this question if you sold your practice)
- a) My business email address was inactive as of the date I closed my practice.
 - b) My business email address was active for up to 1 month after I closed my practice. Why: _____
 - c) My business email address was active for 2-6 months after I closed my practice. Why: _____
 - d) My business email address was active for 7 months or longer after I closed my practice. Why: _____
- 14) When you closed your practice, for how long did you maintain an active website?
(Please do not answer this question if you sold your practice)
- a) I did not have a website.
 - b) My website became inactive as of the date I closed my practice.
 - c) My website was active for up to 1 month after I closed my practice. Why: _____
 - d) My website was active for 2-6 months after I closed my practice. Why: _____
 - e) My website was active for 7 months or longer after I closed my practice. Why: _____

Transfer or closure of files

- 15) If you had open files when you sold or closed your practice did you: (Check one)
- a) Finish the case even if it went beyond the close or sale date.
 - b) Recommend another VE or LCP.
 - c) Both (I recommended other professionals and I saw some cases to the finish line).
 - d) Other: _____
- 16) What else do you wish you had known or done when it came to transferring or closing active files? _____

Miscellaneous

17) If you bought or sold a private forensic practice, how did you determine the agreed upon price? (Check one)

- a) No money involved/transfer of ownership only.
- b) Based on business revenues/valuation.
- c) Based on “goodwill” of the business.
- d) Other _____

18) How long before selling or closing your business, did you start the process of selling/closing?

- a) Within 1 year or less of selling/closing.
- b) More than 1 year but less than 3 years before selling/closing.
- c) 3 or more years before selling/closing.

19) If you mentored the buyer, how long did you do so before you were no longer involved with the business? (Check one)

- a) Up to 3 months.
- b) Over 3 months and up to 6 months.
- c) Over 6 months and up to 1 year.
- d) Over 1 year and up to 2 years.
- e) Over 2 years and up to 3 years.
- f) Greater than 3 years.

Is there anything you would like to add?

Thank you for completing this survey.