THE OPERATOR'S AUDIT • 5 BUSINESS DAYS

Find the hours your business is paying for and shouldn't be.

A five-business-day audit of one agreed business process. You receive costed findings, ranked recommendations and a practical 90-day plan. Implementation is not included.

Six deliverables. One usable plan.

01	**Process map**	An end-to-end view of the agreed process, including steps, handoffs and where time is spent.
02	**Costed waste register**	Repeating work in scope, with estimated hours per week and dollars per year.
03	**Ranked automation shortlist**	Candidate automations ranked by expected time recovered, indicative build cost and risk.
04	**Structural fixes**	Recommended changes to handoffs, approvals and decision rules.
05	**90-day install plan**	A sequence of priorities: what to do first over the next 90 days and what to leave alone.
06	**Live walkthrough**	A guided review of the findings and next steps. You keep the audit document and plan.

How the five days work

BEFORE WE START

Intake

Agree the process, people, access and fixed fee.

DAYS 1—2

Decode

Walk the work. Examine handoffs, delays and rework.

DAY 3

Cost

Estimate time and cost, then rank the opportunities.

DAYS 4—5

Redesign

Deliver the findings and walk through the 90-day plan.

1. https://apexformlife.com/consulting/operators-audit

A fixed fee. A clear boundary.

CORE AUDIT

A$1,200–2,400

+ GST

Fixed scope and fee agreed before work begins.

DELIVERY

5 business days

One agreed process. Six deliverables. No implementation included.

If we cannot find 10 hours a week, we do not invoice.

If the audit does not identify at least ten hours per week of recoverable time, no invoice is issued. You keep the audit document and plan.

Who it suits

Operations-heavy businesses of roughly 8—50 people, including professional services, trades, health practices and logistics.

Agree scope first

One process, with scope and delivery format agreed before work. Any implementation is separately scoped and agreed.

Start with the call, not the invoice.

Bring one process that wastes hours to a free 30-minute discovery call. This is not personal coaching or a free written audit.

Book a free 30-minute discovery call

Jake Wyatt • ApexForm Life • jake@apexformlife.com

1. https://apexformlife.com/consulting/operators-audit
2. https://cal.com/apexformlife/discovery-call