

Medical Practice Tax Compliance Checklist

Designed for U.S.-based medical and healthcare practices

Running a medical practice means more than seeing patients — it comes with ongoing federal, state, and payroll tax obligations. Use this checklist to stay compliant in 2026 and avoid missed filings, penalties, or IRS notices.

Federal tax filings to track

- ☐ File your business income tax return based on entity type:
 - Schedule C (sole proprietors)
 - Form 1120-S (S corporations)
 - Form 1065 (partnerships)
- ☐ Report all owner income accurately on personal returns
- ☐ Attach required schedules for depreciation, retirement contributions, and credits

Payroll tax requirements

- ☐ File Form 941 quarterly for payroll taxes
- ☐ File Form 940 annually for FUTA
- ☐ Issue W-2s to employees by January 31
- ☐ File Form W-3 with the Social Security Administration
- ☐ Remit payroll taxes on time through EFTPS

Contractor reporting obligations

- ☐ Issue Form 1099-NEC for qualifying contractors by January 31
- ☐ Confirm W-9s are collected before payment
- ☐ File Forms 1099 and 1096 (if paper filing)

Estimated tax responsibilities

- ☐ Owners may need quarterly estimated tax payments
- ☐ Apply IRS safe harbor rules to avoid penalties
- ☐ Track both federal and state estimated payments

State and local compliance

- ☐ Register for state income tax and withholding accounts
- ☐ File state payroll and unemployment returns
- ☐ Pay state estimated taxes where required

Records to maintain

- ☐ Bank and credit card statements
- ☐ Payroll reports
- ☐ Merchant processor summaries
- ☐ Insurance payment records
- ☐ Prior-year tax returns

Designed for

- ☐ Physicians and surgeons
- ☐ Medical group practices
- ☐ Dental practices
- ☐ Specialty clinics
- ☐ Healthcare practice owners

Final reminder

Tax compliance isn't optional — and mistakes tend to compound. Staying organized throughout the year is far cheaper than fixing problems after an IRS notice arrives.

Questions?

We help medical practices across the U.S. stay compliant and audit-ready.

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