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| Page 1  Panel 1  Thank you for selecting us to serve your needs! Our team is dedicated to providing the highest quality dental care and service.    We ask you to take a few minutes to read over our practice policies. If you have any questions, we will be happy to address your concerns.    **SERVICES**     * **Cosmetic Dentistry**   We offer a variety of cosmetic options, such as whitening, veneers, white fillings, porcelain crowns, braces, partial/full dentures, surgery and even botulinum toxin. We will guide you through all of your options so you can make the choice that best meets your needs.   * **​Fillings, Crowns, and Bridges**   These basic components of dental treatment handle worn, compromised or broken teeth. We offer quality work for our patients by using the best materials, exacting care and the latest techniques to return smiles to their fullest potential.   * **Implants**   Dental implants make it possible to replace one or several teeth with beautiful and lasting results.   * **​Extractions**   We do simple wisdom tooth and other necessary extractions.   * **Root Canal Treatment**   Root canals are a preferred way to save teeth without extraction and replacement. Also, most root canal treatments cause little to no discomfort. After root canals, we place crowns so teeth are not weakened and will be fully usable again.   * **Cleanings and Periodontal Treatments**   Whether a simple cleaning or full periodontal care, we will provide the optimal treatment for your needs.   * **Oral Sleep Appliances**   Besides make our patients (and their partners) more comfortable, treating problems with snoring and sleep apnea can help address associated concerns including high blood pressure, diabetes, atrial fibrillation and cognitive difficulties. | Page 1  Panel 2  **REGULAR VISITS**    Regular, follow-up preventive care is very important in maintaining long lasting dental health. Therefore, we encourage our patients to adhere to the recommended visits. We will advise you when it is time for your next visit and help you with appointments that best suit you and your busy schedule.    **APPOINTMENTS**    We strive to keep our patient wait time to a minimum. We recognize that your time is valuable. We consider an appointments to be an agreement and commitment between our office and our patients and rely on our patients to abide by that agreement.    If you are not able to keep an appointment, please phone our office 48 hours in advance (or at your first opportunity). This will enable us to help you schedule another appointment and to provide your slot to another patient in need.      **EMERGENCIES**    As emergencies do arise, we ask for your patience and understanding. Occasionally, we must see an emergency patient before you or during your appointment. We will try to inform you of any changes necessary ahead of time, if at all possible.    If you have an emergency, please call the office right away. We will do everything possible to get you in at the earliest opportunity. If we are out of the office or if it is after office hours, we will leave instructions so you can reach the doctor at home. | Page 1  Panel 3  **INSURANCE/PAYMENT**   * We ask that our patients pay for services at the time they are provided. * As a courtesy, we are happy to verify your benefits and bill your insurance. Please ask us in advance if you would like us to take care of this for you. * Insurance verification is not a guarantee of benefits or payment from the insurance company. We use the information we receive to estimate insurance coverage as closely as possible. * If you have insurance, the estimated patient portion of the fee is due at the time of service. Any other payment arrangement must be made in advance of services. * We allow extra time for the insurance company to pay their estimated portion. * If the insurance company has not fully paid a claim after a reasonable period of time (usually 30 days), you will be required to pay that remaining portion. * Please understand that any costs incurred during treatment are the patient’s responsibility. Insurance may help pay part of the treatment, but estimates quote are only *estimates*. Patients will be responsible for any fees unpaid by the insurance company. |
| Page 2  Panel 1  This is the 2nd panel seen when front cover is opened  Mission Statement  Patient photo(s)  Testimonial(s) | Page 2  Panel 2  Back cover  Address  Phone number  Website  Hours  Accepting new patients  Tell a friend  Referral offer | Page 2  Panel 3  Front cover  Picture of building  Name of practice  Logo  Catch phrase (if applicable)  Title of brochure |