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## Read Dental Systems Manual (Dental Maverick) - Online

# DENTAL SYSTEMS MANUAL



### Book detail

- Title : Read Dental Systems Manual (Dental Maverick) - Online
- isbn : B079KHYY28

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### Book Synopsis

Are you looking for effective systems for your dental office?

This book is written in such a manner that it can be used to train employees and provide your office with systems that you can customize. These are the very systems that the author himself uses in his office. This book is written in simple terms so that every employee from front desk to clinical staff can easily read it and by doing so, establish a calibrated baseline of knowledge with every employee. Calibration of your staff will lead to similar explanation of needed treatment as a patient flows through your office thereby increasing your treatment plan acceptances. This book starts with the basics and continues through detailed instructions for insurance verification through unscheduled treatment/recall follow-up protocol.

The following topics are covered:

1. Explanations of types of x-rays with codes and why they are taken and needed.
2. Office flow with soft tissue (perio) management program and how to implement.
3. Summary of dental procedures including what and why such treatment are needed. These are explained in simple terms so that everyone can effectively relay the importance to patients.
4. Co-diagnosis forms for patient flow throughout the office. These forms help each staff member along the way know what needs to be done and to quickly relay possible treatment to doctors.
5. Insurance verification forms and instructions of why these codes are requested.
6. Unscheduled / recall / follow-up system.
7. Emails to use with follow-up systems.
8. Information / consent forms for patients for certain procedures.

For further reading on management and leadership, take a look at the author's other book: Success, Profitability and Destiny Begins with You.

