

ORAL TREATMENT PROTOCOL

Thank you for calling our office to request information about our oral treatment protocol. We are happy to serve you in any way possible. This form is designed to answer questions you may have and explain, step by step, the oral treatment protocol utilized by our office. Because most patients travel great distances, we encourage a phone consultation first.

Before Your Initial Examination Appointment—Please Read all Information in the patient information forms carefully before completing any forms and call our office if you have any questions or need any assistance.

Please Complete and E-Mail/Fax the Enclosed Patient Information Forms to our office, along with any other information, records, reports, or x-rays that may be helpful. Patient information must be received BEFORE a phone consultation or the initial appointment is scheduled. If you do not receive a call from us within 2 weeks after returning the enclosed forms, please call our office and make sure we received your information. Please also include your referring physician's or health care provider's information if you want to coordinate your pre and post dental care together and if you are traveling,

Please Schedule Your Appointment, Designate a Driver and Make Hotel Reservations if Needed

The Initial Examination Appointment

There are five basic components of the initial examination appointment.

1. Teeth Cleaned—To perform a comprehensive oral health evaluation, design an appropriate treatment plan and obtain optimal results with composite fillings, bonded restorations, and oral surgeries, it is very important for the teeth and gums to be clean and free from plaque and calculus. If you have recently had your teeth cleaned, please have the dentist send us the periodontal charting.

2. Orientation—More in-depth information about dental procedures, specialized equipment, and the treatment process will be provided and patient questions will be answered during your phone consultation and/or initial oral examination and consultation.

3. Charting and Pre-Treatment Records--One of our staff members will perform some or all of the following procedures: full mouth dental charting, vitals, photographs, panoramic x-ray, bite wing x-rays and study models, if needed for evaluation. This information is necessary to design a comprehensive treatment plan and provide an estimate of time and costs.

4. Laboratory Tests Based on an individual's situation, you may need tests performed and results sent to develop a comprehensive treatment plan; such as:

- **Blood Serum Compatibility Test** - This test is performed by Clifford Laboratory and determines an individual's biocompatibility with several hundred dental materials. This test is used to determine appropriate dental restorative or treatment materials. The blood for this test is drawn at a local lab.

5. Examination and Consultation Dr. Evans will perform a head and neck examination. After reviewing the information and records submitted by the patient and the records taken in our office, he will then discuss his findings with the patient.

- **A Treatment Plan** will be determined jointly by the patient and the doctor, after they discuss various treatment options.
- **A Cost Estimate** of the treatment plan will be provided to the patient at this appointment, or a staff member will contact the patient within a few days with this information or provide it after the consultation depending upon the patient's next scheduled appointment.

A Support Nutritional Program will be encouraged and coordinated with referring health care provider for the patient to follow for at least 2-4 weeks prior to and during the course of dental and/or surgical procedures.

- **A Therapeutic Nutritional Program** to be followed a few days before and after dental/surgical procedures will also be encouraged. Some of the nutritional supplements encouraged may be purchased from your physician, our office or local health food stores.

Dr. Evans will review the results of the tests performed as part of the initial examination when they are received in our office. If he determines that any additional tests are needed, or modifications need to be made to the support or therapeutic programs, the patient will be notified. You will receive a call from our office staff to clarify and verify for accuracy the submitted online forms

Scheduling Treatment Appointments

Check Personal Calendar - Know When Appointments Can Be Scheduled After completing the examination and consultation, we will be able to determine the approximate number of appointments needed by the patient. We will then schedule the minimum number of appointments that will be needed. If conscious sedation is requested, the appointment would need to be made in the morning.

Removal Procedures of Present Restorations and Decay are usually performed first. Existing restorations are usually removed by the quadrant. Testing performed during the initial exam, specific dental needs, and patient symptoms will determine the order of removal. Depending on the number, size, and type of restorations present and the stamina of the patient, usually one or two quadrants are removed per appointment. Appointments usually range from 2 1/2 hours to 4 1/2 hours. However, if a patient has the stamina, it is possible to schedule longer appointments: or if a patient has TMJ problems, the removal treatment process may require a greater number of shorter appointments or the selection of conscious sedation for relaxation and comfort.

Surgical Procedures such as extractions and other oral surgeries are usually performed after restorative procedures. This prevents dental restorative materials from entering the bloodstream through surgical sites that are not healed.

Total Length of Treatment Period for Removal and Surgical Procedures will vary according to the individual patient needs. It is preferable, if possible, to schedule all removal and surgical procedures within a 4-6 week time period. If this is not feasible due to patient stamina, finances, or travel, the length of treatment time can be extended.

Lab Processed Restorations such as inlays, onlays, crowns, bridges, laminates, dentures, partials, and orthodontic appliances usually require two separate appointments: a preparation appointment, followed by time for lab work to be performed, and then a seating appointment. Temporary restorations are placed during the time the permanent restoration is being fabricated by the lab.

Rescheduling Appointments is possible. If for some reason you find it impossible to make a scheduled appointment, please call our office as soon as you know a change is necessary. This will allow us to fill your appointment slot or trade your appointment slot with someone else so your treatment is not delayed and we may accommodate other patients' needs. We need a minimum of 24 hours notice, but at least **3 days notice** is helpful, as many of our patients come from out of town.

Pre and Post Surgical Support is vital to insure your optimal potential for your healing progress Please identify and be prepared to discuss your pre and post options for care. Do you have a health care professional, family member and/or friend who is available to provide appropriate support in the form of providing transportation to and from your surgery appointment and after surgery care? If there is any significant person in your life who is negative about your alternative choices or opposed to you seeking care with this office, please be advised that it would not be in your best interest to seek care with this office as their negativity may affect your healing progress.

Payment Policies

Payment for Services may be made with any of the following: Cash, Personal Check, Money Order, VISA, MasterCard, American Express or Discover. We also offer "Care Credit" an 18 month interest free loan, to those who are eligible, complete the enclosed application and return to us with your packet, if you would like for us to process the application.

Payment is Due the day services are performed. The total fee for lab fabricated restorations are due the first appointment when the restoration are prepared.

We Do Not Accept Assignment of Insurance Benefits Upon request, insurance superbills for dental services will be provided for patients to file with their insurance companies. Additional reports and x-rays requested by insurance companies will be provided to the companies from our office with the permission of the patient. The patient will be responsible for paying any extra charges incurred for these records and reports. This office is dedicated to and focused on the dental services needed by patients and does not have the staff time to process insurance claims. Please make sure you state clearly on your claim to make reimbursements directly to you. If a check is sent to this office from an insurance company, it will be returned back to the insurance company. Thank You