

Good Systems Create Smiles: The Foundation for the Dental Practice

A system is a network of things, all working together as a functioning unit. The following areas are the foundation for the dental practice to achieve maximum levels of success with reduced stress and increased enthusiasm. When these systems are in synch with one another, you, your team and your patients will smile! Place a check mark beside the areas that need improvement in your practice and return this evaluation to us for a custom tailored plan.

Leadership and Team Management

Leadership – Clarifying Your Values and Mission Statement

Personnel Management- Hiring, Training & Managing the Team

Job Descriptions – Clarify Your Expectations

Motivate Your Team - Recognition and Rewards

Conflict Resolution

Understanding Behavioral Styles

Team Building

Business Management

Monitoring Practice Statistics

Understanding Overhead: Control Your Expenses

ROI for Marketing Programs

Marketing

Increasing New Patients

Practice Promotion

Customer Service

Productive Meetings

Monthly Meetings

Morning Huddles

The Patient Experience

Telephone Tactics – Words & Technology

New Patient Visit – Exceeding Patient expectations

Treatment Planning & Diagnosis – The Teams Role

Effective Case Presentation

Treatment Guidelines & Patient Education

Chart Documentation

Clinical Visit: Briefing, Debriefing and Patient Comfort

Chairside Efficiency

Hygiene Department

Hygiene Department Productivity

Hygiene Visit & the Doctor Exam

Periodontal Guidelines

Continuing Care: Patient Retention

Periodic Comprehensive Evaluation

Practice Management Systems

Communication Skills

Scheduling: Reduce Stress & Increase Production

Manage Broken Appointments

Financial Policy

Financial Arrangements

Insurance

Collecting Revenue

Recall