

221 North Hamilton Road • Gahanna, OH 43230 (614) 478-7757

# WELCOME TO OUR PRACTICE

Thank you for choosing our practice for your dental care. At your initial appointment Dr. Alger will gather information about your teeth and gums by doing a gentle examination. After the examination, he will discuss with you his findings and present you with your treatment options. Since each person is unique, Dr. Alger will work with you to find the treatment option that is best suited to you. We encourage you to ask any questions that you may have concerning your oral health or recommended treatment.

For most patients, treatment decisions can be made at this first appointment. However, if you are in need of extensive care or have more questions, then it may be best if you come back at a later date for a separate treatment consultation appointment. This will allow Dr. Alger time to consult with your dentist and study your case further, while you have the opportunity to think about the findings presented at the initial exam.

After Dr. Alger has completed his consultation and if you are interested in pursuing treatment, then our financial coordinator will present to you a fee estimate and payment options for the recommended treatment. Typically payment for the new patient exam is made at the initial appointment, while financial arrangements are made for future treatment. Our goal is to be flexible, so that the cost of treatment or methods of payment do not become barriers preventing you from receiving the treatment that you need to maintain a healthy smile.

A report of findings and any recommended treatment will be sent to your dentist after the initial appointment. Your dentist's input concerning your periodontal or implant treatment is always welcomed and appreciated.

#### WHAT TO BRING

**XRAYS:** We will attempt to obtain recent x-rays from your referring dentist before your appointment. Usually your dentist will send your x-rays to us in the mail, or via E-mail if the images are digital. In some cases, however, your dentist may give you the x-rays to bring with you. In the event that the x-rays taken by your dentist are not current or not diagnostic, we can take any necessary films at your initial appointment so that we can provide you with a thorough examination.

**MEDICAL & DENTAL HISTORY:** So that we can be as complete as possible with your evaluation, we have enclosed a questionnaire concerning your medical and dental health. Please complete the patient medical and dental history form (two-sided) and the patient account information form and bring them with you to your appointment.

**INSURANCE INFORMATION:** Dealing with insurance companies can sometimes be a tedious task. As such, most of our patients do prefer the option of having us file the insurance paperwork for them. If you have dental insurance, please complete the insurance section of your patient account form with the most current plan information, so that we may help you obtain reimbursement on a timely basis. Please also bring your most current dental insurance card with you so that we may retain a copy for our records.

MISCELLANEOUS: We have found, that in order to schedule you without delay, it sometimes helps to bring the following items with you: A) The referral card that your dentist gave you, if any. B) Your daily calendar or appointment book. C) Flex spending balance information, if applicable. D) You are welcome to bring a family member or friend to help with decision making during the treatment consultation portion of the exam.

OVER \_\_\_\_\_\_

### **APPOINTMENTS**

When you schedule your appointment with our office, this time is reserved exclusively for you. If you cannot be present for your appointment, please call within 48 business hours so that we may fill your appointment with another patient in need of treatment. We recognize that sometimes unexpected circumstances do arise. However, our office does reserve the right to charge for broken and no show appointments. Patients arriving late may be asked to reschedule their appointment, so that we can spend the time with you necessary to provide quality care. This also helps in our efforts to keep on schedule for those others patients who are waiting to been seen.

## **OFFICE HOURS**

Our office hours are, Monday – Thursday 8:30 am - 5:00 pm.

Dr. Alger teaches at the OSU College of Dentistry, Department of Graduate Periodontics & Dental Implants on Fridays. However, someone typically is available at the office to answer phone calls, in order to make appointments and address questions.

If you are unable to reach us during our regular office hours, feel free to leave a message with our call center. We will return your phone call during the next business day.

## WE VALUE YOUR OPINION & TRUST

Most of our patients have been referred to us by their dentists or friends. We appreciate the confidence they have demonstrated in us by this referral and we value their trust. We hope to provide care to you in such a way that we can continue to be deserving of this trust. With this in mind, please let us know if there is anything we can do to provide a better experience for you during your visits with us. We are looking forward to seeing you soon.