

Smart Dental

Dr. HeeJung Kim

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Dear New Patient:

Welcome to our practice. We are looking forward to meeting you and caring for your dental needs. We encourage our patients to maintain a good dental health throughout their lifetime. Our goal is to help you eliminate and prevent dental decay and gum disease.

Your first visit will usually include an exam, oral cancer and periodontal screenings, and necessary x-rays. Dr. Kim is responsible for your dental care and requires that a complete exam be done with your dental cleaning. In order that we complete the exam, we must insist upon current x-rays. **The necessary x-rays will be taken on the first visit unless you have brought with you a current panoramic or full mouth x-ray taken within the last 3 years and bitewings within the last 6 months.** To minimize exposure to radiation and cost to you, please bring all of your current x-rays from your previous dental office. For continuity, please obtain a copy of your dental records. If your gum tissue is in good health, we will do a cleaning. If not, Dr. Kim may recommend gum treatment, which may consist of a full mouth debridement. After which your gums will be re-evaluated for possible further periodontal treatment. In addition, fluoride treatment may be recommended. If you have any questions about your coverage, please call your insurance company or contact our office. Be sure to mention any cosmetic concerns during your initial visit.

We do accept some dental plans to assist our patients in maintaining a good dental health. We will submit claims to your dental insurance company, when applicable, as a courtesy to you and your family. For dental procedures, which are not covered by your insurance 100%, it will be necessary for you to pay an estimated co-payment and any deductible that may apply on the date of service. If you are covered by a dental plan (not an insurance plan "dental discount plan"), payment in full is required at the time of service to receive the plan's negotiated fee. Our staff can help you further explain if necessary.

In order to help us reduce billing expenses and enable us to control costs to our patients, you are responsible for payment on the day of treatment. For your convenience, we accept Visa, MC, Discover and check.

We have reserved an appointment time specifically for your dental care and needs. It is essential that you call our office 24 hours in advance whenever you are unable to keep an appointment.

Sincerely,

Rose Turley

Office Manager

Enclosures:

Welcome letter for first visit, health history, infection control letter, financial & cancellation policies.

