

Welcome Letter - New Adult Patient #2

Date

Patient Name

Address

City, State, Zip

Dear Patient,

We are very happy to welcome you to our dental practice and want you to know that we appreciate the chance to take care of you and your family. Our office is focused on providing you with high quality, gentle dental care.

During your first visit, the Doctor will examine your teeth, perform an oral cancer exam, review necessary x-rays, and make an assessment of your oral condition. Staff members will assist the Doctor in completing your oral health evaluation and you will be meeting several members of our dental team.

If it is discovered that you need any dental treatment, a treatment plan and estimate will be prepared for you prior to beginning any procedures. You will have the chance to review recommended treatment and ask questions.

Enclosed you will find a health history form, and information on locating our office. Please complete the health form and bring it with you to your first appointment. If you have dental insurance, please bring your insurance card and any applicable claim forms with you as well. We are happy to help you obtain your insurance benefits and will assist you in filing your claims.

Thank you for choosing our office. We are looking forward to meeting you.

Sincerely,

Dr. and Staff

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