

Thank you for contacting our office, and **welcome to our practice!**

To better assist you, we ask you to *please complete the registration form prior to your visit* on our online portal or print, complete and bring it with you to your appointment.

Here are some important instructions for your upcoming visit:

- 1) Please bring your referral information (if applicable) and x-rays from your previous dentist, if available. If you do not have them with you, please forward the “**Release Authorization Form**” to your dentist.
- 2) It is advisable to have breakfast or lunch before your appointment to maintain a normal blood glucose level. We recommend refraining from consuming caffeinated drinks, such as regular coffee, before your visit.
- 3) Plan to arrive 15 minutes early to complete a few additional forms. Bring a complete list of all medications and their dosages.
- 4) Continue taking your routine medications as prescribed. However, please avoid taking medication for discomfort (i.e., ibuprofen, Advil, Motrin, Aleve, etc.) prior to the first visit, as it may mask symptoms and hinder diagnosis.
- 5) If you require *prophylactic antibiotics* before dental visits due to a prosthetic heart valve or orthopedic prosthesis (e.g., artificial hip, knee, elbow, etc.), please contact our office for specific instructions. If you have already discussed this with us, there’s no need to call again.
- 6) If you take a blood thinner medication, such as Coumadin, Warfarin Sodium, please inform us in advance so we can coordinate with your physician regarding your current INR readings.
- 7) For patients under the age of 18, it is mandatory for them to be accompanied by their parent or legal guardian on each visit. Legal guardian will need to complete an authorization form for informed consent to treat minor(s).
- 8) If you have dental insurance, please bring your dental insurance information with you. Our finance coordinator will be happy to answer any questions you may have about payments and insurance benefits. We strive to assist you in receiving reimbursement from your insurance carrier.
- 9) Our regular office hours are from 8:30am until 5:00pm, Monday to Friday. However, we are available for emergencies 24/7 by appointment on weekends. While we make every effort to accommodate patients with pain, last-minute emergency cases may occasionally cause delays in our schedule. We value your time and will do our best to keep you updated in any delays occur.
- 10) For more information, please visit our website at <https://prosthocosmeticdentistry.com/> to learn more about our practice.

We look forward to meeting you!

If you have any questions, please do not hesitate to call/text us at 301-377-8306.

Thank you.