

Dr. David F. Halpern
Columbia Smiles Family Dentistry
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Dear Patient,

Welcome to our practice! We appreciate the trust you have placed in us. One of our primary concerns will be to make you feel comfortable in our office. We will make every effort to insure successful treatment.

In order to prevent dental disease, the active disease must be evaluated and eliminated. Therefore, we must have a complete picture of your present oral condition, as well as insight into your dental and medical history. We will make a thorough evaluation of existing and potential problems, taking the necessary x-rays and examining the oral tissues for decay and gum/bone disease. A complete head and neck oral cancer screening exam will also be performed.

We feel it is important to discuss our examination findings with you, make recommendations for treatment, discuss fees, and mutually decide which path to take. You will be pleased to find that our fees are comparable to others in the area. We strive to provide you with the highest quality dentistry available-the kind of dentistry you deserve!

Also, you will find that we respect our patients' time and make every effort to remain on schedule. (We do treat emergencies as they arise since we do not want our patients to be in pain; however, we try our best to inform you if your appointment will be delayed due to an emergency.) We also try to complete treatment in as few visits as possible. Because we try to be considerate of our patient's time, we have found that they are, likewise, considerate of our time. **Your appointment time has been reserved specifically for you; therefore, we do ask for at least 48 hours notice if an appointment must be changed.**

Please read and sign the enclosed Office Financial Policies letter and return it to the office along with the enclosed history form when you come in for your initial appointment. **It is necessary that you request any dental records you may have from another office and bring these with you. If you do not have records, or if they are nondiagnostic, we may need to take new films to complete a thorough initial exam.** If you have any questions or concerns regarding your appointment, please feel free to call and ask at any time.

Once again, welcome to our practice! We look forward to serving you.

Sincerely,
David Halpern, DMD