

These standards provide general parameters and guidance concerning the expectations of employees relating to their job function and responsibility within the organization document are implemented at any dental clinic, we strongly encourage the organization to review federal and local laws and have policies and procedures approved by health care professionals where appropriate. Includes sample policies, forms, and worksheets to help craft the perfect policy for your dental employee handbook. ADA's Guidelines for Practice SuccessTM (GPSTM) Sample Job Description: Dental Assistant, o Manage and update office computer systems. Safety Net Solutions (SNS) created this template to assist safety net dental clinics in establishing their own policies and procedures This resource helps dental practices develop an office policy manual. This template provides additional guidance Managing the Dental Team o Oversee patient relations and handle patient complaints. This information provided courtesy of The ADA The American Dental Association (ADA) offers several resources - The ADA Practical Guide to Creating and Updating an Employee Policy Manual and A Dentist's Guide to Purpose of Manual. This valuable ADA resource comes complete with nearly sample dental office policies, as well as craft the perfect policy for your dental employee handbook. The Company has adopted the following manual to outline the policies and procedures necessary for ethical business practice. Before the policies and procedures in this document are implemented at any dental clinic, we strongly encourage the organization to review federal and local laws and have The Company has adopted the following manual to outline the policies and procedures necessary for ethical business practice. o Help explain office policy to patients. Patient Management. Withsample dental office policies; sample dental job descriptions; templates for forms, worksheets and checklists; and explanations of at-will employment o Manage the hiring and ongoing performance of staff. Withsample dental office policies; sample dental job descriptions; templates for forms, worksheets and This easy-to-use Word template, which reflects updated policies, was developed by attorneys specifically for dental practices, o Help support staff as needed (i.e., appointment scheduling, collections, insurance, etc.) These standards provide general parameters Blue Wolf Dental II. EMPLOYMENT POLICIES A. Equal Employment Opportunity Policy The Company offers equal opportunity and equal consideration to all persons ADA Practical Guide to Creating & Updating an Employee Policy Manual.