

Tri-State Periodontics, PSC  
2154 Carter Avenue, Suite A  
Ashland, KY 41101  
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Fax: (606) 325-4144

Dear \_\_\_\_\_,

Date: \_\_\_\_\_

**Welcome to our practice.** I am writing to confirm the scheduling of an appointment for you on \_\_\_\_\_ . If you find it necessary to change or cancel this appointment, please contact the office as soon as possible.

**What is a Periodontist?** A periodontist is a dental specialist who has completed dental school and then trained an additional 3 – 4 years in a specialty program. A periodontist has advanced training in treating oral diseases, particularly diseases involving the supporting structures of the teeth and in placement and treatment of dental implants.

**Consultation.** Your consultation appointment is important to make a thorough assessment of your oral health. At this visit, an examination is completed and any needed x-rays are taken. Once a consultation has been completed, a treatment plan will be presented with an estimate of the treatment costs. Most often, this can be done at the initial visit. Complex cases may require consultation with the referring doctor before presenting a treatment plan.

**Records from Referring Office.** If you have recent x-rays or other records, please attempt to have them forwarded to our office so that we can have them available and additional x-rays may not be needed. Records received are frequently viewed before your appointment.

**Insurance Coverage.** If you have insurance that may cover your consultation and treatment, please bring all insurance information with you. We do our best to keep up with employer's insurance plans, however, they change frequently and an employer may have several different plans for employees. Because we cannot always determine the benefits for you before you are seen for a consultation, payment in full is required at the initial visit (range of \$50 - \$150 depending on what is needed). We will file benefits for this appointment and have payment directed to you. Payment for subsequent visits will depend on your insurance plan and this will be covered at your initial visit.

**No shows and cancelations.** We fully understand there are instances in which you cannot keep a scheduled appointment. However, multiple missed appointments and rescheduling creates considerable administrative work and can cause the loss of valuable clinical treatment time that can never be recovered. If we have advance notice that you cannot make the appointment, we can usually schedule another patient who needs to be seen. Please notify us immediately if you cannot keep an appointment. We reserve the right to not reschedule repeat offenders.

**Parking.** There is parking in front of the building. If possible, please park in the spaces adjacent to our office.