



RESOURCE

Connections

Annual Practice Planning Meeting

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Each year, the best practices gather their team together for a planning meeting. The meeting allows the team to review the past year and to make plans and set goals for the upcoming year. Here are some suggested Agenda topics:

- ◆ **Practice Goal Setting** - Have a copy of all practice statistics from the previous year. Include: production for the whole practice as well as the break down by dentist and hygienist and further by day or hour to serve as the basis for goal setting; collection percentage for the year as well as the Accounts Receivable total; new patients per month, percentages for overhead items such as dental supplies, recall percentage, broken appointment percentages in hygiene and operative, and treatment acceptance percentages. Review the statistics and set goals for the coming year.
- ◆ **Plan** vacations, holidays, birthday celebrations, and continuing education days.
- ◆ **Review and update** the practice mission statement.
- ◆ **Review** future updates or additions; clinical materials, digital technology, equipment, décor, facility, etc.
- ◆ **Plan** internal and external marketing with a budget.
- ◆ **Plan** your continuing education. Look for clinical, hygiene, business office, customer service, and team building courses. Look for at least one for each staff member and one for the whole team. Remember to keep current on your software with attendance at your vendors user's meeting.
- ◆ **Discuss** how to improve each of these areas by 10%:
Production - Revenues - Overhead - Teamwork - Leadership/Management - Patient Satisfaction

See "Annual Meeting" Page 3

1st Annual Dental Hygiene Appreciation Award

The First Annual Dental Hygiene Appreciation Award was sponsored by Kim Knapp, Dental Temps of Northeast Florida and Linda Harvey, Horizon Consulting Group, Inc. This award is unique in the fact that nominations are made by dentists who submitted a short essay about their "special" hygienist.

This year's winners represented three counties: Wilma Mechum, RDH, Duval County; Sharon Knudson, RDH, Clay County; and Amy Bennett, RDH, St. John's County. Kudos from their employers about these outstanding hygienists included, "expert", "loves caring for people", and "absolutely devoted to our patients". It was indeed an honor to recognize these outstanding professionals!

Inside This Issue:

Annual Practice Planning Meeting	1
1st Annual Dental Hygiene Appreciation Award	1
Loose Lips	2
Kudos Korner	2
Testing for Breast Cancer	3



LOOSE LIPS

Tidbits of wisdom that may or may not be loosely related to dentistry

Refuse to be a victim: Experts agree that the single most important step towards ensuring your personal safety is making the decision to **refuse to be a victim**. Criminals prefer easy targets. You stand a better chance of preventing a criminal attack if you make yourself difficult to prey upon. That means you must develop an overall personal safety strategy before you need it.

Travel Smart

Be aware of the possibility that you might be targeted for an attack. Those that think “it will never happen to me” may be the most vulnerable to an attack.

Be alert. The “street smarts” you learned in the city will serve you well in the back country.

Don’t announce your travel intentions where others can overhear them – especially at trail heads and other locations where back country travelers might gather before a trip.

Don’t look like a victim. Pay attention to the activities of those around you.

Travel with others. There’s safety in numbers. Make sure you know the backgrounds of those that you travel with.

New Product: The Sawyer Company based in Safety Harbor, Florida has a new state-of-the art water bottle that contains a portable filtration device. One filtration device removes bacteria like salmonella, cholera, and E. coli and the other filtration device removes all Protozoa such as Giardia and Cryptosporidium. For additional information log on to: www.sawyerproducts.com

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Linda Drevenstedt, M.S. Linda’s “Steel Magnolia” approach and her in-depth knowledge of management and leadership comes from her diverse background which includes dental hygiene consulting, practice management consulting, a Masters in Healthcare Administration, and group practice administration. She is a member of the Academy of Dental Management Consultants, the National Speaker’s Association and the Academy of Dental Practice Administration.

Call her today!

1.800.242.7648
www.drevenstedt.com



Kudos Korner

Dental Temps of Northeast Florida has been selected by the Jacksonville Business Journal as one of the “Top Employment Agencies”

Dental Temps of Northeast Florida received national recognition and top honors from the ADA and ADAA for their participation in 2007 Dental Assistants Recognition Week. Dental Temps sponsored a regional recognition contest throughout Duval, St Johns, Clay and Nassau counties.

Powerful Practice Vol I and II are now available! Contact leading consultants and contributing authors, Linda Harvey and Linda Drevenstedt to learn how you can build a powerfully successful and rewarding practice.

Linda Harvey announces Horizon Consulting Group, Inc. was awarded designation as an approved PACE Program Provider by the Academy of General Dentistry.

Preventing Medical Errors

Still need this course for your license renewal before February 28, 2008? If so, please call Linda Harvey at 904-573-2232. She will be offering the course several times in January 2008.

"Annual Meeting" from Page 1

The Annual Planning meeting provides the practice with a forum for the team to create a plan and goals to accomplish during the year. Having the team involved gives them the "buy in" necessary to support the new goals and plans.

Testing for Breast Cancer in The Dentist's Office

To receive a copy of Linda's Key Business Indicator to use during your year email her: Linda@drevenstedt.com

It's here! A new test to determine whether a patient may have early stage breast cancer has been invented by Houston dental researcher, Dr. Charles Streckfus, a professor at the University of Texas. The test could save untold numbers of lives. Dr. Streckfus spent 10 years looking at a protein called her2 in saliva and found that it can predict breast cancer at stage zero, before it's detectable on a mammogram, when it's virtually curable.

All patients have to do is chew some gum. When they chew long enough, then spit into a cup, that saliva sample can tell if they have early breast cancer. And not only breast cancer, but a number of other diseases, as well. Researchers can pick up these proteins and cancer signals very, very early.

The saliva breast cancer test is closest to an FDA trial. Dr Streckfus' hope is that within a decade, it will be in dentists' offices. And a woman can know with certainty if she does or does not have breast cancer.

Source:

By *Christi Myers*

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Connecting to bring you strategies for enhancing your practice!

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