



YOUR HYGIENE APPOINTMENT SEQUENCE CHECKLIST





1 Welcome patient to office and introduce yourself (SMILE)

Review medical history, document changes, and take blood pressure

2

3 Review smile and sleep assessments, if available

Ask patient about their chief complaint and document

4

5 Take prescribed X-rays

Take intraoral camera pictures

6

7 Probe and document periodontal charting, and inform the

Begin Prophy, perio main or scheduled TX unless otherwise indicated from results steps 1-7 above

8

9 Provide laser therapy as needed, and screen for intra- and

Go over OHI with patient & prepare for exam with doctor then apply fluoride treatment (If using Varnish do AFTER exam)

10



11

Review any outstanding treatment or potential new treatment. Use visual aids and communicate urgency

Notify the doctor you are ready for them

12

13

Begin entering information into the computer while waiting for the doctor

Schedule next hygiene visit using the defined script, and recommend any relevant products or services

14

15

Notify treatment coordinator of potential treatment needs prior to walking patient up front

Display all X-rays and IOPICS up on screen for the doctor and provide a hand-off with intentional communication

16

17

Following the doctor's visit, thank the patient for coming and ask for referrals and a review

Hand-off patient to TC, and ensure the patient has their goody bag and knows about your promotions

18

19

Finish documentation of notes

Clean and turnover room

20



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