

The Ada Practical Guide To Leading And Managing The Dental Team Leadership Conflict Resolution And Incentives Engagement

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Train your staff in sound infection control practices with the ADA Practical Guide to Effective Infection Control. This comprehensive 40-minute long DVD and corresponding workbook offer an in-depth look at many topics, including: -- Cleaning, disinfection and sterilization -- The proper use and care of protective personal equipment (PPE) -- Considerations for patients with contact dermatitis and latex allergy -- New updated infection control guidelines for radiographic procedures -- New expanded section on work practice controls for needles and other sharps -- New handwash and handrub instructional illustrations. The DVD features actual clinical procedures and shows staff how to execute infection control techniques correctly, safely and efficiently. It is ideal for both individual and group settings.

This clinically oriented book gives dental practitioners and students a hands-on guide to incorporating dental implants into their practices. Taking a clear and concise approach to the subject, the book offers basic information on all aspects of dental implants. Topics covered encompass the pros and cons of implants, patient factors, clinical

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considerations to success and failure, and implant restoration. Photographs, radiographs, and illustrations support the text, demonstrating the concepts discussed. The ADA Practical Guide to Dental Implants starts with a brief history of the subject then examines the clinical and economic considerations for implants. Patient factors, including systemic, oral, and periodontal health, diet, age, gender, and more are discussed. The book also looks at the experience of the clinician, followed by clinical considerations such as case planning, implant design, surgical techniques, antibiotics, and more. The last chapters cover post-surgical follow-up and the many factors that lead to a successful outcome. Discusses all aspects of dental implantology in the practice setting Supports dental practitioners in incorporating dental implants into their practices Considers pros and cons, patient factors, clinical considerations, success and failure, and implant restoration Offers foundational information on dental implants in an easy-to-read format Includes photographs and drawings to depict the concepts discussed The ADA Practical Guide to Dental Implants is a useful introduction and guide to dental implants for any practitioner interested in incorporating implants into clinical practice.

Strategies for tackling logistical issues such as the type of associate arrangement, compensation, contract terms, and buy-ins, and intangible issues such as interpersonal considerations and compatibility, developing a practice philosophy, and conducting a goals assessment.

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Provides an overview of key financial concepts for managing the business side of a practice including financial policies, dealing with dental benefit plans, managing risk and preventing fraud, and defining and controlling fixed and variable costs.

Train staff in current dental infection control procedures with this workbook and 40-minute DVD. Provides guidelines to help prevent and stop dental workplace infections and safeguard patients and staff. Topics include disinfection and sterilization; proper use and care of protective personal equipment, infection control guidelines for radiographic procedures, work practice controls for needles and sharps, handwash and handscrub instructional illustrations, CDC prevention and control guidelines, and more. Features complete instructions and videos, self-assessment checklists, goal-setting worksheets, unit review questions. Includes 3 hours of CE credits.

The ADA Practical Guide to Soft Tissue Oral Disease, Second Edition is a fully updated new edition of this popular guide to oral and maxillofacial diseases likely to be encountered in general or specialist dental practices. Easy-to-use, updated resource with brief synopses for everyday clinical reference Includes self-testing clinicopathologic exercises to help readers further their skills and gain confidence in their knowledge Focuses on decision making, from communicating diagnoses to developing and discussing treatment plans Presents clinically oriented information on the most important aspects of common oral and maxillofacial diseases Features detailed color illustrations, treatment algorithms, differential diagnosis, and case examples with

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discussion

Provides dental practices with sample job descriptions, guidelines for handling hiring and terminations, performance evaluations, and salary reviews.

CDT 2019: Dental Procedure Codes, developed and published by the American Dental Association, is the most up-to-date coding resource and only HIPAA-recognized code set for dentistry. The new 2019 edition includes 15 new codes, 5 revised codes, and 4 deleted codes. Changes include delivery of non-opioid drugs for pain management, measuring and documenting glucose levels just prior to a procedure, use of translation services, and more. This resource is critical for keeping current and submitting accurate dental insurance claims for reimbursement. Organized into twelve categories of service with two-color text and spiralbinding for easy reference. Purchase of the book includes access to the ADA's coding hotline.

Section and chapter topics include the business/legal structure of the dental practice, dental office design, practice marketing, practice web sites, office manual and policies, contracts, common dental agreements, antitrust, tax issues, insuring the practice, payment and collections, insurers and other commercial payers, the dentist-patient relationship. It covers employment law relating to hiring, managing the dental team, employee termination. The 180 questions and answers also cover compliance with OSHA, HIPAA, FACTA. Packaged with sample forms and a CD-ROM with Word templates.

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Dentists have been inundated by patients with an array of complicated medical conditions and pain/sedation management issues. This is in addition to a variety of legal regulations dentists must follow regarding the storage and recordkeeping of controlled substances. Avoid unknowingly putting your practice at risk by becoming victim to a scam or violating a recordkeeping requirement with The ADA Practical Guide to Substance Use Disorders and Safe Prescribing. This Practical Guide is ideal for dentists and staff as they navigate:

- Detecting and deterring substance use disorders (SUD) and drug diversion in the dental office (drug-seeking patients)
- Prescribing complexities
- Treating patients with SUD and complex analgesic and sedation (pain/sedation management) needs and the best use of sedation anxiety medication
- Interviewing and counselling options for SUD
- Federal drug regulations Commonly used illicit, prescription, and over-the-counter drugs, as well as alcohol and tobacco, are also covered. Special features include:
- Clinical tools proven to aid in the identification, interviewing, intervention, referral and treatment of SUD
- Basic elements of SUD, acute pain/sedation management, and drug diversion
- Summary of evidence-based literature that supports what, when and how to prescribe controlled substances to patients with SUD
- Discussion of key federal controlled substance regulations that frequently impact dental practitioners
- Checklists to help prevent drug diversion in dental practices
- Chapter on impaired dental professionals
- Case studies that examine safe prescribing and due diligence

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ADA - The ADA Practical Guide to HIPAA Training
Creating and Updating an Employee Policy Manual: Policies for Your Practice
ADA Practical Guide
American Dental Association

Provides tactics for developing a dynamic dental team, from establishing a unified practice mission and culture to developing communication strategies that work.

The ADA Dental Drug Handbook contains the latest information from dental pharmacology's leading experts. Intended for use by practicing dentists, students, dental educators, it covers the drugs most commonly used in the dental practice, with information about dosage, possible interactions, potential complications and more. Patients are being prescribed more medications today than ever before, and the dental team is confronted with many considerations when treating patients. This book contains five sections; the main section focuses on drugs used by the dentist, and other sections include pediatric management, dental office emergencies, handling patients with specific medical conditions, and useful tables. Each chapter starts with a brief overview of the category and contains easy-to-use monographs with sample prescriptions, contraindications, precautions, drug interactions, common side effects, and more. This easy-to-read, spiral bound reference covers drugs used in dentistry, such as analgesics,

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antibiotics, antifungals, antivirals, anxiolytics, fluorides, local anesthetics and corticosteroids; smoking cessation, salivary management and oral lesion treatments; OTC products with the ADA Seal of Acceptance; ADA Guidelines on procedures such as general anesthesia, antibiotic prophylaxis and medication-related osteonecrosis of the jaw; diabetic events; drug management for pediatrics, emergency situations, and special care patients such as pregnant patients and the elderly.

With new medications, medical therapies, and increasing numbers of older and medically complex patients seeking dental care, all dentists, hygienists, and students need to understand the background of common diseases, medical management, and dental management to coordinate and deliver safe care. Written by more than 25 academicians and clinicians who are experts in the content areas, the evidence-based Practical Guide from the American Dental Association takes a patient-focused approach to help you deliver safe, coordinated oral health care for patients with medical conditions. Systems-based, user-friendly format to save you time! Each chapter of this Practical Guide discusses individual conditions clearly organized under three headings: background, medical management, and dental management Other sections include: disease descriptions, pathogenesis, coordination of care between the

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dentist and physician, and key questions to ask the patient and physician Key features that make this a must-have book: Coverage of clinical topics including: Cardiovascular Disease, Pulmonary Disease, Endocrine Disorders, Bleeding Disorders, Neurologic Disorders, Neurodevelopmental and Psychiatric Disorders, Geriatric Health and Functional Issues, Neurodevelopmental and Psychiatric Disorders, HIV/AIDS and Related Conditions and much more Identification of risks related to hemostasis, susceptibility to infection, drug actions/interactions, and ability to tolerate dental care, specific to the patient's medical condition More than 200 clinical images – which you can download from the book's website! Over 75 summary tables to help you digest vital information Quick reference points and guides to key dental care issues in each chapter Companion website with downloadable images and tables and a webliography with click-through links to online sources at www.wiley.com/go/patton Help your patients improve their oral and overall health. Order today! You can purchase a print copy of this book directly from the American Dental Association.

Provides over 200 sample letters and emails, website content, Facebook and Twitter posts, and text messages. Topics include insurance letters explaining how insurance works, UCR, and coordination of benefits, past due notices, letters for hiring and terminating employees, vendor letters, welcome letters for adults

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and children, and patient forms for every day office use.

Dental practice buyers and sellers get a balanced view of practice valuation. Raises awareness of possible legal and tax issues that may arise during this process and provides guidance on selling or buying an entire practice, a portion of a practice, and planning a future buy-in or buy-out. Includes sample sales documents and contract provisions and detailed explanations of valuation concepts.

Provides legal guidance for dental practice formation, marketing, employment, privacy and data security, disability access, contracts, antitrust, insurance, collections, reimbursement, patient treatment, and more. Covers the Physician Payment Sunshine Act, website accessibility, online ratings sites, Children's Online Privacy Protection Act (COPPA). Includes sample agreements for associateships.

With new medications, medical therapies, and increasing numbers of older and medically complex patients seeking dental care, all dentists, hygienists, and students must understand the intersection of common diseases, medical management, and dental management to coordinate and deliver safe care. This new second edition updates all of the protocols and guidelines for treatment and medications and adds more information to aid with patient medical assessments, and clearly organizes

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individual conditions under three headings: background, medical management, and dental management. Written by more than 25 expert academics and clinicians, this evidence-based guide takes a patient-focused approach to help you deliver safe, coordinated oral health care for patients with medical conditions. Other sections contain disease descriptions, pathogenesis, coordination of care between the dentist and physician, and key questions to ask the patient and physician.

"This revised and updated practical guide from the ADA is filled with the information you need, such as: 1) choosing how and where to open a practice, 2) managing employees and choosing advisers and practice management software and 3) billing and collections. "--Publisher.

"The ADA's Practical Guide to Patients with Medical Conditions is a clinical manual that provides practicing dentists with information on a range of common medical conditions and guidelines for treating patients presenting with these conditions. Individual chapters reflect different systems-such as Cardiovascular, Pulmonary, Endocrine and Metabolic, Neurologic, Gastrointestinal and others-or specific disorders and conditions-such as Bleeding Disorders, HIV/AIDS and Related Conditions, Head and Neck Cancer, Women's Oral Health Issues, and others. Chapters follow a consistent format and include sections on background, description of disease, pathogenesis, coordination of care between the dentist and patient, medical management, dental management, and key questions to ask the patient and the physician. With contributions from over 25

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experts in the field, The ADA's Practical Guide to Patients with Medical Conditions is a must-have resource for all general dentists in practice"--Provided by publisher.

With over 250 full-color photos, this book is ideal for teaching students of dentistry, hygiene, and assisting to communicate with patients or as a patient education resource. 48 prevention and treatment topics including hygiene; anatomy; x-rays; perio; decay; crowns, bridges, dentures, root canals, orthodontics; cosmetic treatments; TMJ; and more.

Provides sample employee policies and procedures, forms, and worksheets to help dental practices develop an employee handbook. Covers employee compensation and benefits; internet and social media communication; employee conduct; job descriptions; employment applications; sample interview questions for hygienists, dental assistants and front desk staff; employee motivation and appreciation.

Provides an overview of the federal regulations from the DEA, CDC, OSHA, HIPAA, EPA and ACA-1557 that impact the dental office. Includes quick overviews, checklists, do's and don'ts, tip sheets and FAQ on how to comply with the most common regulations that impact a dental practice.

Proven techniques for providing an outstanding dental patient experience.

Covers informed consent, referrals, patient reactivation and retention, and patient dismissal.

An essential resource that offers an in-depth treatment of the access issues

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under the Americans with Disabilities Act (ADA) for people who are blind or visually impaired. This resource is ideal for businesses, architectural planners, facility planners and technical resource centers. Special sections offer tips on the meaning of the ADA and what it means for your business, the accommodations necessary when employing a blind or visually impaired person, accessibility in public areas for blind and visually impaired people, staff training, and auxiliary aids and services. Also addressed in this comprehensive tool is the ADA Accessibility Guide (ADAAG), which includes facility and signage requirements, the Quick Guide to Getting Help on the ADA, which provides easy reference to the appropriate government agency to contact for each aspect of the ADA, a Resource section on products, services and organizations.

Explains marketing options unique to dental practices. Covers SEO, keywords, and algorithms in digital marketing, choosing the right social media platforms including Facebook, Instagram, Tumblr, YouTube, Yelp, Google+ and other social media sites, managing positive and negative online reviews, developing social media content, and hiring a web designer or online marketing professional. Provides dental practices with guidelines on implementing a branding strategy, website development, print and digital marketing, referral generating techniques, and advertising.

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