

Dear Patient,

Welcome to our office! We are honored that you chose us to serve your dental needs. Our mission at Westview Dental Centre is to help you and your family achieve a lifetime of optimal oral health in a caring environment.

At your first appointment, your doctor will complete a comprehensive oral examination. This includes a review of your medical and dental history, all necessary x-rays and intraoral photos, periodontal health evaluation, and examination of your teeth and soft tissues. Following this exam, your dentist will discuss their findings with you, develop a treatment plan that you are comfortable with, and then you will be scheduled according to your needs.

Please be prepared for your appointment by providing your dental insurance information, if applicable. **Payment is expected at the time of the first visit.** If you are covered by insurance, we will expect payment of your portion at the time of service. As a courtesy, we will file claims on your behalf with your dental insurance company. **It is the patient's responsibility to know the details of their insurance plan (e.g. coverage limits).** Patients are treated according to their needs **not** what the insurance will cover.

On the next page, you will find some information regarding our office.

We very much appreciate your confidence in us and look forward to serving you!

Sincerely,



Dr. Eric Kristof, Dr. Carol Lee, & Dr. Hollie Van Nest

Westview Dental Corporation

Carol Jung Lee Dental Corporation

AVAILABLE TREATMENTS

In addition to your regular gum maintenance and fillings we offer:

Crowns and Bridges - Implants - Root Canals - Orthodontics (Invisalign, traditional braces, and retainers) - Extractions including wisdom teeth - Complete and Partial Dentures - Nightguards - Sportsguards

SCHEDULE

Monday to Thursday: 830AM to 430PM

Friday: 830AM to 230PM

CANCELLATION POLICY

Please keep in mind that whenever we schedule an appointment for your treatment, time has been reserved especially for you. Should you need to reschedule, we kindly request that you call us at least **1 business day** prior to the day of your appointment. If patients miss several appointments or regularly show up late, it is up to the doctor's discretion to rebook the missed appointment.

EMAIL

You can confirm your scheduled appointments via email. Once you receive an email reminder of your appointment, click on the link provided to confirm the appointment.

PAYMENT OPTIONS

All our fees are to be paid at the time of the appointment. We accept:

- Cash
- Debit card
- Credit card (Visa and Mastercard)
- Please be advised that ***cheques will not be accepted***

In an effort to improve your experience at Westview Dental Centre, we welcome all comments voicing concerns that you may have.

Feel free to speak to any of our team members should the need arise.