



On behalf of my entire staff, I welcome you to our office. We are pleased you have selected us to care for your dental needs. We want you to know that we are committed to providing you with the highest quality oral health care in the most gentle, efficient, and enthusiastic manner possible.

In order to gather all the information needed to fully understand and diagnose your case, we will need:

Appointment #1 – At this appointment you will receive a complete dental examination that includes a comprehensive medical and dental history, a thorough clinical examination, x-rays (if you do not have a recent full set) and diagnostic casts as indicated. If appropriate, a cleaning may be scheduled on the same day or scheduled on your follow-up visit. (Appointment #2)

Appointment #2 – This follow-up visit will be scheduled after the doctor has reviewed and carefully analyzed all the information gathered. We will discuss our findings and recommend treatment and alternatives for your individual needs.

Except for emergency situations, you can expect us to be on time for you. We will appreciate the same courtesy. As routine office policy, no charge will be made for rescheduling your appointment, provided a 48-hour advance notice is given.

Payment is required at time of service. For those with dental insurance, you should be informed that we do not accept direct payment from the insurance company. To facilitate your insurance company reimbursement, our patient concierge will provide you with the appropriate form to submit with your claim(s).

Any questions you may have can be answered by either calling our office at (202) 331-1554 or by visiting our website at [www.mstreetdental.com](http://www.mstreetdental.com). We invite you to visit our website where you will learn our mission statement and get acquainted with our office and procedures.

We are looking forward to a relaxed and pleasant visit with you soon. Welcome to the practice!

Sincerely,

Handwritten signature of Mark A. Tromblay, DMD, in black ink.

Mark A. Tromblay, DMD

Handwritten signature of Johnathan A. Slate, DMD, in black ink.

Johnathan A. Slate, DMD