



Welcome to Keystone Dental Care!

We are honored you have chosen us to provide your child's dental treatment. We pride ourselves in offering comprehensive dental care. Please have the information listed below prepared to bring with you for your child's first dental visit.

A legal parent/guardian must be present at the first visit.

- **Medical history** - including lists of surgeries, medications and supplements (Our clinical staff will be verbally collecting this information)
- **Dental x-rays** – Please contact your previous dental care provider and bring any recent x-rays with you including the last full mouth series and/or panorex x-ray. Or have your previous dentist e-mail them to our office at: Keystonedental@keystonehealth.org . Please note that a full mouth series and/or panorex is typically taken every 5 years.

A checklist is included in your packet to explain the information that you will need to have available at your child's first appointment.

Your child's first appointment will consist of information gathering to establish them as our patient and to diagnose their dental needs. Each patient's needs and appointments are unique. The circumstances surrounding this first encounter with us may factor into whether all preventative services will be completed in one visit, or if additional visits are required.

An initial appointment normally takes longer than future exams as it includes a comprehensive health history, dental x-rays, periodontal evaluation, and charting existing dental work. We will also be working with you towards developing a treatment plan that best suits your child's dental needs and goals.

We look forward to meeting you!

*****NOTICE TO ALL PATIENTS and PARENTS*****

Keystone Dental Care now requires that only one (1) person be allowed in the treatment area with the patient being seen for the appointment. We give utmost importance to the safety and security of our patients and their families. Allowing more than one (1) person in the treatment area affects those safety measures.

Parents & Patients

1. When a child is being seen, other children will not be allowed in the treatment area. Children under the age of 13 or special needs persons are not to be left in the waiting room without a parent or guardian present.

2. Adults - If you are the patient with the appointment, we can not allow unattended young children or special needs persons in the treatment area who may require supervision.

Our employees are not able to babysit or take care of your children while you are receiving treatment. When scheduling your appointment please keep in mind that you will need to arrange child care or bring another adult to attend your child in the waiting area.

3. **A parent or legal guardian must be present at the first visit** or any consent required visits, such as root canal or extraction. A Keystone Parental Permission Form must be signed and dated for any other adult to bring your children to basic services visits (exam, cleanings, fluoride, x-rays, fillings and sealants).

4. **All minor children under the age of 18 must have a parent**, guardian or approved adult in the office during the entire treatment time. If the adult leaves the office the treatment will be rescheduled.

5. Failure to comply with these policies may result in our not being able to see you for your appointment.

Patient Name (Please Print) _____ Date: _____

Patient/Parent/Guardian Signature: _____ Date: _____

To be better prepared for your child's appointment, please refer to the following checklist for the items/information you will need to provide or complete at your child's first visit.

You must arrive 15 minutes prior to your child's appointment time to complete the registration and forms process.

○ **Custody papers if applicable**

This would be paperwork designating who has custody of the patient. These could be papers from court or a child agency such as Children and Youth.

○ **Parent photo ID-** Must be prepared to present at each visit

○ **Current dental insurance card-** Needed at every visit

○ **Permission for treatment of children**

*This is a form where you list people other than yourself that you would allow to accompany your child to our office for routine treatment. Your child's provider will require **YOU** to be present for major procedures that require a signed consent. You will sign this at your child's first visit.*

○ **Persons permitted in treatment room with patient**

This form is to make you aware of our policy on persons allowed in the treatment room and those that can or cannot be left in the reception room unattended. You will sign this at your child's first visit.

○ **Permission to share PHI**

This is giving us permission to share your child's protected health information with people that you designate. We will ask you for the names of any person you wish to give access to your child's health and financial information.

Helpful tips to make your child's first trip to the dentist a great one!

Your child's first dental appointment to our office will likely influence how he or she will feel about dental treatment for the remainder of his or her life. Before your child is seen for their first appointment, we would like to share a few tips to help this experience be a success!

The goal is to avoid associating dental visits with something to be afraid of.

Parents can do several things to prepare children for their first visit to our dental office. Simulating office visits at home is one way to get children used to visiting the dentist. You can lay them on a bed, couch, etc. and use a flashlight to look around and count each tooth with a toothbrush; the child could even hold a mirror so they can see what you are doing.

When you talk with your child you can encourage them by using child-friendly words. This may help them to be more at ease. Here's a guide for what can be used to prepare for each type of visit.

Hygiene visit:

- “Count your teeth” instead of exam or examination
- “Tickle your teeth” instead of tooth cleaning or scraping
- “Tooth counter” instead of explorer or poke your teeth
- “Take pictures” instead of x-rays

Restorative/Filling visit:

- “Sleepy juice” instead of shot, needle, or injection
- “Mr. Whistle” instead of drill
- “Clean your tooth” instead of drill on your tooth
- “Nap time or sleepy time” instead of numbing
- “Wiggle a tooth out” instead of extraction, pull or yank
- “Mr. Thirsty” instead of suction



Tell them you get to sit in a cool movable chair and go for a ride. They may even get to wear sunglasses so that the dental flashlight “Mr. Sun” doesn't get in their eyes. They will get a new toothbrush during a visit with the hygienist.

Please note that only one person (parent/guardian) can accompany the child to the treatment area, and other children will not be allowed in the treatment area. Children under the age of 13 or persons with special needs are not to be left in the waiting room without a parent or guardian present, so please make arrangements if necessary. This will allow your child to have your complete attention and support during their dental procedures. This will give them encouragement and comfort.

****Our office requests for you to arrive 15-30 minutes before your appointment, giving you the parent(s) ample time to complete paperwork, not feel rushed or anxious, and for your child to become familiar with our office. Make your child's first dentist appointment about them.****