



CONSULTATION AREA SUPPLIES

Checklist #1

**Prior to our arrival, PLEASE...*

- a) Collect payment from patient.*
- b) Set-up post-op appointment for 5-7 days later.*
- c) Prepare consultation area items below.*

- Surgical treatment plan and associated fees (attached to outside of patient's chart)**
- Have patient complete an updated Medical History Update Form (Form 3 of 8)**
- X-ray attached to outside of chart:**
 - a) Panoramic is mandatory for all 3rd molar extractions.**
 - b) Periapicals are acceptable for all other extractions.**
 - c) All X-rays must be less than one (1) year old.**
- Oral surgery forms (inside or attached to the chart)**
 - a) Acknowledgment of Privacy Practices (Form 2 of 8)**
 - b) Disclosure & Consent (Form 4 of 8)**
 - c) Supplemental Disclosure & Consent (Form 5 of 8)**
 - d) Post-operative Instructions (Form 6 of 8)**
 - e) Patient Treatment Record (Form 7 of 8)**
 - f) Anesthesia Record (Form 8 of 8)**
- Post-operative gauze package (preferably in an autoclave bag)**
- If patient is having IV sedation:**
 - a) Ask patient to use restroom, if necessary, prior to my arrival.**
 - b) Remind patient not to eat or drink at least six (6) hours prior to appointment.**
 - c) Remind patient that they must have an escort to accompany them to the office, to remain with them throughout the procedure, and to take them home following the procedure.**

Thank You ☺



OPERATORY (SURGICAL) SUPPLIES

Checklist #2

*****Please have your assistant prepare the**
surgical operatory prior to my arrival,
to include the following items:***

NOTE: Some offices find it helpful to fill a box with the surgical supplies listed below in order to streamline preparation of the surgical operatory.

- Local anesthetic:**
 - 2% Lidocaine w/ 1:100,000 epi—1 package
 - 0.5% Marcaine or Vivicaine w/ 1:200,000 epi—4 carp (per patient)
- Dry gauze 4x4**
- Dental floss**
- Alcohol gauze**
- #15 scalpel blade x 2 (per patient)**
- 3° or 4° gut sutures (3° chromic gut preferred)**
- Four (4) monoject #412 syringes (per patient)**
- Patient bib x 6 (per patient)**
- Two (2) 27 gauge long, yellow
Local anesthesia needles (per patient)**
- Medium gloves**
- Nitrous unit (w/ tanks turned on and mask in place)**
- Large sterilization bags (9"x15")—three (3) per patient**
- Three (3) Dixie (or plastic) cups**
- Dry socket paste**

Thank You ☺