



*****FOR OFFICE STAFF ONLY*****

PRE-OPERATIVE INFORMATION

(Please send one email per patient to james@paynedds.com— each including the 4 items below.)

1. Panoramic X-ray (less than one year old)
2. Medical History Form (2 of 10)
3. Proposed treatment plan
4. Scheduling preferences

DAYS BEFORE THE SURGERY

1. Make sure patient has received Pre-op Instructions (1 of 10).
 - a. Remind patient to have nothing to eat or drink 6 hours before appointment.
 - b. Remind patient that they must have a driver (over age 18) with them.
 - c. Email Dr. Payne with any unanswered questions.
2. Email Dr. Payne with confirmation of the appointment date and time.

DAY OF SURGERY

(To be completed prior to Dr. Payne's arrival)

1. Complete forms (have patient fill-in all gray-shaded areas).
2. Attach copy of final treatment plan.
3. Attach current X-ray.
4. Include pack of gauze.
5. Set-up 5-7 day post-op appointment.
6. Collect fee.