

Managing The Dental Practice

American Dental Association

Managing The Dental Practice:

Managing a Dental Practice Michael R. Young, 2010 The parallel aims of a dental practice are to deliver excellent patient care through highly trained and motivated employees and to maximise income and profit Achieving these aims as a practice manager demands a clear vision sound preparation planning and marshalling of resources broad business knowledge an understanding of a rapidly changing world and above all wise judgement So why Genghis Khan Although some in the West see him in negative terms the Mongol leader created one of the world's greatest empires. His hugely successful strategies included intelligence gathering understanding his rivals motivations being guick to learn and adopt new technologies and ideas and successful people management Genghis Khan is one of history s most charismatic and dynamic leaders and you will need all his skill strength and tenacity to succeed in both dentistry and business This how to book on survival and empire building in the dentistry business is ideal for anyone who owns aspires to own or is involved in managing a practice It contains advice relevant to both small and large practices to dentists working in the National Health Service NHS and private practice and to general and specialist practices This book in summoning years of valuable experience of the vagaries of dental practice and connecting them with the wider world provides the reader with an excellent starting point from which to plan develop and make successful their own practice Stephen Hancocks in his Foreword Practice Management for the Dental Team - E-Book Betty Ladley Finkbeiner, Charles Allan Finkbeiner, 2013-12-27 Learn the business skills you need to run a dental office Not only is Practice Management for the Dental Team the most comprehensive dental practice management book on the market it is also the only one that includes EagleSoft software exercises for a realistic office experience This unique text provides step by step instructions for performing essential dental office skills from managing patients to running the business It covers all aspects of law and ethics technology communications and business office systems Spiral binding makes the book easy to use All aspects of the business of managing a dental practice are covered focusing on the functions generally performed by the administrative assistant but including information useful to dental assistants dental hygienists and other members of the dental team A Patterson Dental EagleSoft CD ROM included with the workbook provides you with valuable realistic practice experience with this widely used software program Expert author Betty Ladley Finkbeiner is a leading authority in dental assisting education with many years of experience and many publications to her credit Key terms are bolded and defined at the end of each chapter putting new vocabulary at your fingertips Summary tables and boxes make it easy to find key information Practice Note boxes highlight and summarize important concepts Chapter outlines and objectives introduce material and serve as checkpoints for reference or study End of chapter learning activities include review questions and suggested activities for better comprehension of the material Useful appendixes provide easy to find resources including a review of grammar to promote proper business communication common medical abbreviations and a listing of dental terminology A NEW two column format makes the book more compact and easier to read A new focus on

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Lange, 2013-05-13 Practice management is one of the key elements in the career of a dentist Most dentists own their own practices and even associateships carry with them the prospect of management accounting and dealing with health insurance providers Dental Practice Transition A Practical Guide to Management helps readers navigate through options such as starting a practice associateships and buying an existing practice with helpful information on business systems marketing staffing and money management With topics applicable to both recently graduated as well as established professionals Dental Practice Transition is a comprehensive exposition of practice management from a dentist s perspective Basics for Dentists James L. Harrison, David O. Willis, Charles K. Thieman, 2023-09-21 Business Basics for Dentists Concise yet comprehensive overview of business management principles tailored for dental practices with strategies to apply the core concepts to achieve success Rather than presenting a rote checklist of steps for success Business Basics for Dentists Second Edition describes business economic marketing and management principles and explains how to apply them to dental practice Now fully updated throughout this book provides the essential elements of a business course management principles economics business finance and financial analysis without getting bogged down in too much detail Dental students and new practitioners will learn how to use the core strategic and operational business philosophies to develop an effective dental practice The business management principles are related to various aspects of running and managing a dental practice including office communications billing inventory and marketing All aspects of practice transition are approached including career opportunities buying a practice starting a new practice multi practitioner arrangements practice valuation and planning and developing a practice The book also covers personal financial planning to ensure that the dentist is also planning for their finances and retirement beyond the bounds of the practice Business Basics for Dentists Second Edition covers Personal money management and insurance needs reducing the personal tax burden estate planning and securing financing Business entities basic economics the legal environment of the dental practice financial statements and business taxes and tax planning Management principles planning the dental practice financial analysis and control in the dental office maintaining production and collections and gaining case acceptance Generating patients for the practice controlling costs promoting staff effectiveness and maintaining daily operations Focusing on the transition period from a dental student through corporate employee to ownership Business Basics for Dentists is a valuable tool for dental students and professionals seeking to further their career path through actionable advice from experts in the field **Business Basics for Dentists David** O. Willis, 2013-04-29 Dr David Willis combines his experience as a practicing dentist educator MBA and certified financial planner in this breakthrough text about managing a dental business Rather than a checklist of steps for success Business Basics for Dentists describes business economic marketing and management principles and explains how to apply them to the dental practice Willis s aim is to help students and new practitioners understand how to use the core strategic and operational business philosophies to develop an effective dental practice He provides the essential elements of a business

course management principles economics business finance and financial analysis without bogged down in too much detail These are then related specifically to various aspects of running and managing a dental practice including office communications billing inventory and marketing the practice All aspects of practice transition are approached career opportunities buying a practice starting a new practice multi practitioner arrangements practice valuation and planning and developing a practice Last Willis included personal financial planning to ensure that the dentist is also planning for his own finances and retirement beyond the bounds of the practice **Practice Management for the Dental Team** Betty Ladley Finkbeiner, Charles Allan Finkbeiner, 1996 This manual provides step by step instructions on performing secretarial and or bookkeeping procedures in the dental office Each chapter begins with teaching tools such as learning objectives and ends with classroom exercises Appendices cover letter styles grammar and dental terminology **Managing a Dental Practice** Michael Young, 2016 The parallel aims of a dental practice are to deliver excellent patient care through highly trained and motivated employees and to maximise income and profit Achieving these aims as a practice manager demands a clear vision sound preparation planning and marshalling of resources broad business knowledge an understanding of a rapidly changing Student Workbook for Practice Management for the Dental Team - E-Book Betty Ladley Finkbeiner, Charles Allan Finkbeiner, 2016-07-04 Get more practice with essential dental office skills Corresponding to the chapters in Practice Management for the Dental Team 7th Edition by Betty Ladley Finkbeiner CDA Emeritus BS MS and Charles Allan Finkbeiner BS MS this workbook includes an EagleSoft practice management CD ROM Interactive exercises help you gain realistic office experience from learning the technology to managing patient information to completing financial procedures The workbook also includes summaries of textbook content learning objectives practice questions critical thinking exercises and online assignments With these valuable resources you ll learn to perform all dental office functions The full EagleSoft practice management CD includes exercises for relevant chapters in the book adding opportunities for realistic office experience Practice questions critical thinking exercises and Internet assignments help you prepare for your first job Learning objectives and summaries of content from the textbook help you comprehend and retain key information **Dental Benefits and** Practice Management Michael M. 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