

# Dental Visit Checklist

You need to prepare and bring a few things with you to the appointment. Use this checklist to get yourself and your family ready.

## Before you go:

- Take the fear out: If you are taking your child to the dentist, help them overcome their fear of the dentist and ease their anxiety.
- Gather Medicaid or dental insurance information and your identification information.
- Fill out all forms in advance or any additional information required by the dental office.
- If you are seeing a new dentist, submit a record transfer authorization request and retain a copy of your dental records for yourself.

For parent of a child with special health care needs, fill out our special needs pre-visit questionnaire and deliver a physical copy to the dental office before your appointment date. This information will help the dental team prepare to make the dental visit as comfortable as possible for your child.

- If you, your child, or another individual needs special accommodations, you should discuss these with the office when you make the appointment to ensure that the office can provide the appropriate accommodations. Don't forget to drop off the special needs pre-visit questionnaire before the appointment to provide the office with more information.
- Write down a list of current medications, allergies, and medical conditions.
- Review and understand your rights before you go.
- Write down a list of the questions or concerns that you may have. Don't be shy and speak up. If your dentist says something that you don't understand, ask follow-up questions.

## During your visit:

- Arrive 15 minutes early. If you are running late to your appointment, call the office and let them know. Some office policies require that the appointment is cancelled if the patient is 15 or more than minutes late.
- Bring Medicaid or dental insurance information.
- Bring identification information.
- Bring dental records.
- Bring a list of current medications.
- Bring a list of allergies and medical conditions.

## WRITE IT DOWN

During the appointment write down important information about the diagnosis, treatment options, follow-up care, medications, and other important information. Use a notebook to record all of your notes instead of a random piece of paper which can be easily lost. Use the notebook at home to write down any follow-up questions you might have for the dentist, symptoms, or other important information. As the dentist or staff is answering your question, write down their answers.

## Before you leave the office:

If you are happy with the care that you've received and you want to continue with this dentist, ask to schedule your next preventive care visits (usually 6 month out) before you leave the office. Ask the office to send you a reminder via email, text or have it written down on a piece of a paper, office/dentist business card or this checklist. Have the following questions answered:

- How is my/my child's dental health?
- What can I do to stay healthy? How can I help my child stay healthy?
- Do I/my child need additional dental care (referral to a specialist or a follow-up) outside the routine 6 months visit?
- If additional care is needed, ask about the treatment options covered by Medicaid.
- If a specialist visit is needed for additional dental care, ask for the location and how to schedule the appointment. Is referral needed? Is the specialist covered by Medicaid?
- If additional medications are needed, when and how much to take? Are there any side effects? Is it covered by Medicaid? Are there cheaper options?
- What to do if you have additional questions when you are home? Ask the dentist/office for reading materials to take home.