



On behalf of my entire staff, I welcome you to our office. We are pleased you have selected us to care for your dental needs. We want you to know that we are committed to providing you with the highest quality oral health care in the most gentle, efficient, and enthusiastic manner possible.

On your initial visit as a new patient, you will receive a complete dental examination that includes a comprehensive medical and dental history, a thorough clinical examination, x-rays and diagnostic casts as indicated. In most instances, we will discuss your dental needs at a second follow-up appointment. These two initial appointments do not include a cleaning of your teeth. This service is best rendered after we have had an opportunity to discuss our examination and x-ray findings. Please complete the health questionnaire and bring it with you on your first visit.

Except for emergency situations, you can expect us to be on time for you. We will appreciate the same courtesy. As routine office policy, no charge will be made for rescheduling your appointment, provided a 48-hour advance notice is given.

Payment is required at time of service. For those with dental insurance, you should be informed that we do not accept direct payment from the insurance company. To facilitate your insurance company reimbursement, we provide the appropriate forms to submit with your claims.

Any questions you may have can be answered by either calling our office or visiting our website at [www.mstreetdental.com](http://www.mstreetdental.com). On the website, you will learn about our vision and get acquainted with our office.

In case of an emergency, I may be reached at home by calling 571-643-4674. We are looking forward to a relaxed and pleasant visit with you.

Sincerely,

Dr. Mark A. Tromblay D.M.D., P.C.