

# William L. DeWitt, D.D.S.

# Family Dentistry

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Phone: 616-842-3480  
Fax: 616-842-9997

We are glad that you have selected us to help you with your dental needs! We will strive to make your dental experience a successful and enjoyable one. We enjoy being a small office and hope to keep it that way. We work hard to keep appointments on schedule—which means less waiting time for you! A well planned appointment means fewer trips for you, resulting in less time lost from work or school. An appointment time is set aside especially for you as we do not double book appointments. Please arrive five minutes early for your appointment. We appreciate calls when an appointment cannot be made. Charges may be made for broken appointments and appointments canceled without 24 hours advance notice.

We are committed in controlling the transmission of infectious diseases. You will notice during direct treatment that gloves, masks, and eyeglasses are worn. Please do not take any of this personally as we use it as a standard procedure on all patients. This practice is also for your protection. Patients have asked us how our treatment rooms are cleaned. Between patients, exposed surfaces are thoroughly cleaned using a disinfectant agent. Surfaces that cannot be easily cleaned are covered by a disposable paper product that is discarded after each use. After treatment, our instruments are placed in an ultrasonic cleaner. They are then rinsed, bagged, and sterilized using a high pressure steam autoclave, and remain in the bags until needed again. Instruments which will come in contact with the mouth are then only touched by gloved hands. If you have any question about this, or would like to see firsthand the procedures we perform to insure your safety, please do not hesitate to ask any of us.

New patient referrals are welcome! A dental practice can never have enough conscientious patients and we appreciate these referrals. Our best patients are referred by our best patients.

If you have any question about this information or can offer us any suggestions that would apply to our office, please don't hesitate to contact us. We are here to help you!

Please complete the enclosed forms and bring them with you at the time of your appointment. It has been scheduled for Thursday, February 5, 2009 at 8:30 a.m.

**We look forward to seeing you!**

Bill DeWitt

Pat Skendrovic

Jane Kieft

Jeanne Dawkins

Stephanie Bosch

Dagmar Settle

Kathie Gannon

Linda Sabo