

L. Final Notes

We have attempted to make this manual as complete as possible. However, policies and procedures in this book and those not listed (explained verbally) are subject to change. Such changes are often necessary due to changes in equipment and/or services offered, as well as learned experience. You will be notified in a timely manner either verbally or in writing of such changes.

If you see that changes, additions, or deletions would make this book more useful for the receptionists (especially new receptionists), please let the Practice Manager know. Helpful suggestions are always wanted and appreciated.

End of Section