MASTER THE MONEY

COURSE OUTLINE



AN ON-DEMAND MASTERCLASS DEDICATED TO YOUR ORTHODONTIC FINANCIAL COORDINATOR



COURSE DESCRIPTION

IMAGINE THIS:

Patients are starting treatment at a record setting pace. The office is doing great until the doctor realizes he/she doesn't have any financial systems in place. Without a properly trained financial coordinator, the office can get into some serious trouble - FAST.

We get it. We've, too, been on the opposite side of the most uncomfortable from office position.

While financial coordinating is not for the faint at heart, we're here to prove that with a little bit of confidence and key financial systems, anyone on your team is able to keep the money rolling in.

AFTER THIS COURSE, WE WANT YOU TO:

- Develop financial policies and set boundaries for your practice.
- Recognize early warning signs of delinquent accounts
- Discuss and explain past due finances in a positive manner.

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CHAPTER ONE:
WHAT IS A FINANCIAL COORDINATOR?

CHAPTER TWO:
SETTING FINANCIAL PARAMETERS YOUR PATIENTS WILL LOVE AND RESPECT

CHAPTER THREE:
ESTABLISHING FEES AND QUOTING PATIENTS

CHAPTER FOUR:
IT'S ALL IN THE CONTRACT

CHAPTER FIVE:
RENEGOTIATION OF CONTRACT TERMS

CHAPTER SIX:
DEBONDS AND BALANCES

CHAPTER SEVEN:
THE ART OF PAST DUE PROTOCOL

CHAPTER EIGHT:
WHY YOUR OFFICE NEEDS A COLLECTION AGENCY

CHAPTER NINE:
ON THE MOVE - HOW TO HANDLE TRANSFERS

CHAPTER TEN:
GOALS AND REPORTING