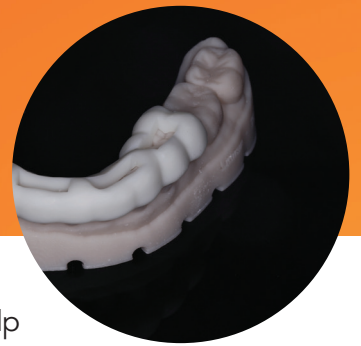


SURGICAL GUIDE CASE CHECKLIST



Before you send a case to us, please check to make sure you are sending everything the lab needs to complete the case for you in a timely manner. Please use the checklist below to help you screen each case before sending it to Interchrome.

Scans and Patient Information:

1. Scans must contain the relevant surgeon's name. If there is more than one doctor practicing in the office, please indicate clearly who the surgeon is.
2. The scans must have the correct patient's name in full, i.e. first and last name. The name must match both STL and CBCT. This is essential.
3. The scans must have the desired implant sites for surgical guides, e.g. #12 and #14.
4. The contact name and number of the assistant to schedule the team view/call with the surgeon needs to be displayed on the scan as well.
5. Please ensure that the scans are accurate and current. We cannot work with scans that have been taken more than one month ago.
6. With scans sent via WeTransfer, please only send one patient per scan. Please do not send multiple patient scans in one WeTransfer. It is acceptable to send the Rx, STL and CBCT of a single patient in one WeTransfer.
7. Please send all scans to the following email: images@interchromedental.com
8. Please contact Patsy, Case Coordinator at (757)-271-5811



Additional Items Required:

Discs and USB devices sent with a case must be clearly marked and should contain only the case to be fabricated, clearly indicating the patient's full names and implant sites to be worked up.

Models for pick up must be of a high quality to facilitate the scanning process for the fabrication of the guides.

Please indicate clearly when the case is an edentulous case.

Team Views and Scheduling:

Please provide the most relevant email address and contact telephone number to call for setting up of the team views for the surgeon/s and the lab.

If a 3-way team view is needed, please provide the full contact details of the surgeons/dentists.

When a work up only is required, or when an evaluation/discussion of future possible implant sites is needed per team view, please notify us.

Please remind the surgeon/dentist of scheduled team views in a timely manner to avoid missed appointments.

At the scheduled time for the team view, please call Eddi on his cellphone (757) 450-1460. We allocate one hour for each team view. Per prior arrangement, Eddi will call the surgeon when necessary.

If the surgeon is caught up in surgery or any other circumstance, please contact the lab as soon as possible to alert us of a delay or cancellation.

Once the team view has been completed and the surgeon is ready to proceed with the case, please allow for 3-5 business days in the lab for completion of the case.

Once a patient has been scheduled for surgery, notify us immediately so we can strive to meet the required deadline. Additionally, if the case has been placed on hold, please keep us informed with the progress of the patient case.

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Thank you!