



# Dependable Dental Staffing

*Keeping Production Without Interruption!*

Winter 2012

## HAPPY NEW YEAR!

### *A Note from Lisa for our Client Offices*

We hope your New Year is getting off to a great start. We know ours is.

There is a lot of excitement brewing at Dependable Dental Staffing this year.

We are in the process of expanding our services to make your lives easier.

We have heard from many of our client offices that received unemployment claims on temporary staffers that have subbed in your office for one or 2 days.

This has created extra paperwork for you and your offices. Some of our client offices have been audited and had to deal with all the hassle that goes along with that.

We are working with our attorney and accountant to make the needed changes so we can become a full service staffing agency that takes on that liability for you.

What do all the changes mean for you?

- We will save you time!
- We will save you money!
- We will save you hassle!

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### HOLD THIS DATE!

April 28, 2012  
8am-4pm

DDS recently asked our Facebook followers what they would be interested in learning this year. The response was great.

We have a whole day of CE's planned for the whole team.

We have secured the following speakers:

1. Mike Wine, DDS will be speaking on Pharmacology and the Medical History.  
8:30am -11:30am

When you call us for a temporary employee, they will be on our payroll and we will be the one who will pay the sub. You will only need to sign off on a time sheet at the end of each assignment.

We ask that each office using our services have a Credit Card on file and you will be billed for the sub as soon as we receive the time sheet.

We hope to have these new services in place and ready to roll out by April 1, 2012. Watch for the new client agreement to come in the mail.

Call us today at 614-920-4415 to book your subs!

Keep Smiling,

Lisa Rager

### What our changes will mean for our staffers?

The changes mean that DDS will be writing your paycheck!

You will be paid every two weeks for the hours that you have worked. You will be responsible for filling out a time sheet for each assignment you go on. You will need to have the dentist or office manager sign off on the hours you have worked; then submit the timesheet in a 24 hour period from the end of the assignment. This will assist us in paying you in a timely manner.

2. Cheryl Devore RDH, MS, JD coming to speak to us about Documentation and what needs to go in the clinical record.

12:30pm-3:30pm

3. Molly Singer will be speaking on Social Media and the Dental Practice.

8:30am -11:30am

4. Mary Beth Bajornas will be speaking on Maximizing Every Opportunity.

12:30pm-3:30pm

With a lineup like this it is sure to be a great day!

Space is limited so you will want to register early to secure your seat and to save with our early bird discount!

Cost for the entire day before March 1st is \$79.00 per person with Lunch included and up to 6 hours of CE credits available.

After March 1, 2012 the cost for the event is \$99 per person.

Call us today at 614-920-4415 to register your whole team for this event!

It also means that as a group of individuals working on behalf of DDS, you will be eligible for group benefits. We are currently working on this for you. We would like to hear from you as subs regarding what benefits are most important to you. We will need every sub to attend an informational mandatory meeting on one of the following dates:

Sunday, February 19, 1:00 - 4:00 p.m.

Tuesday, February 28, 6:00-9:00 p.m.

Thursday, March 8, 6:00-9:00 p.m.

All meetings will take place at:  
Shepherd Church of the Nazarene  
425 S. Hamilton Road  
Gahanna, OH 43230

This is a mandatory meeting to renew your association with DDStaffing. You must complete new paperwork for payroll and watch a 1-hour OSHA video to renew with us.

Snacks and beverages will be provided.

Choose the date that is most convenient for you and call us ASAP to register at 614-920-4415.

Thanks for taking the time to read it our Newsletter!

As always Dependable Dental Staffing is committed to providing you with the best Dental Staffing Service in the Central Ohio and Cincinnati Area!

Our goal is Keeping Production Without Interruption for our client offices!

When someone needs to be off for any reason call us at 614-920-4415

Dependable Dental Staffing will be moving into a new office in April 2012.

We are excited to announce that we have secured office space in Reynoldsburg, Ohio!

We look forward to having you stop by once we have moved in to meet Brenda and see the office.