



Privacy Policy

Our office understands the importance of protecting your personal information. To help you understand how we are doing that, we have outlined below how our office is collecting, using and disclosing your personal information. This office will collect, use and disclose information about you for the following purposes:

- To enable us to contact you and maintain communication and contact with you to distribute health care information and to book and confirm appointments
- To assess your health needs, provide health care, advise you of treatment options. To offer and provide treatment, care and services in relationship to the oral and maxillofacial complex and dental care generally
- To communicate with other treating health care providers, including specialist and general dentists who are the referring dentists and/or peripheral dentists
- To allow us to efficiently follow-up for treatment, care and billing, including completing and submitting dental claims for third party adjudication and payment. To invoice for goods and services, process credit card payments, collect unpaid accounts.
- For teaching and demonstrating purposes on an anonymous basis, utilizing diagnostic and in-office photos and information.
- To comply with legal and regulatory requirements, including the delivery of patients' charts and records to the Royal College of Dental Surgeons of Ontario in a timely fashion, when required, according to the provisions of the Regulated Health Professions Act. To comply with agreements/undertakings entered into voluntarily by the member with the Royal College of Dental Surgeons of Ontario, including the delivery and/or review of patients' charts and records to the College in a timely fashion for regulatory and monitoring purposes. To prepare materials for the Health Professions Appeal and Review Board (HPARB). To deliver your charts and records to the dentist's insurance carrier to enable the insurance company to assess liability and quantify damages, if any.
- To assist this office to comply with all regulatory requirements and generally comply with the law

Thank you for your support and understanding in helping our office to comply