

VR3108 Instructions

Use

This form helps counselors gather the necessary information to determine treatment needs for the customer. This form may be used when purchasing a dental exam to obtain concise information about the customer's condition and treatment recommendations.

Copies and Distribution

No copies are required. The completed form is placed in the customer's paper file. If the customer's case is submitted to the regional dental consultant and/or the state medical consultant for guidance and/or a decision about services, a copy of the form is included in the courtesy file.

Retention

The completed form is part of the customer's paper file and is retained until the end of the fiscal year the case is closed, plus five years.

Acronyms and Definitions

ADA—American Dental Association