

Sample End of Year Benefit Letter

Dear *(Patient)*,

As we approach the end of the year, we want you to know how much we appreciate you. We recognize you have a choice in whom you select as your dentist, and we are grateful you have chosen us. Your continued patronage demonstrates your trust and confidence.

We strive to provide our patients with the best care possible. An important part of this process is informing patients of their dental needs and benefits. Our records indicate you or your family still have the following dental needs and remaining dental benefits:

(Insert treatment needs and remaining dental benefits)

With the activity the end of the year brings, we would like to encourage you to utilize your remaining dental benefits. Most insurance benefits expire on December 31st and any unused portion will be lost. Unfortunately, many patients miss out on this opportunity to maximize their dental insurance benefits and meet their dental care needs.

For some of you, the end of the year also means the expiration of your Flex Spending Account funds. This is an important time of year to review availability or possible loss of your account balances. We offer additional finance options with monthly payments we would be happy to discuss with you as well.

If you have an outstanding dental treatment you have not scheduled, please call us to discuss your pending treatment plan before the end of the year. If you need extensive dental treatment, you may be able to complete your treatment in the new year, combining back-to-back insurance benefits for 2022 and 2023.

We would like to assist you in taking full advantage of your benefits and accommodating your schedule before the holiday season. Please call us if you are unsure about the amount of dental benefits available or ask us about our monthly payment options so you can maximize available financial resources.

We're here to address any concerns you may have regarding our safety measures, so please reach out with your questions. Safety protocols that protect you, our community, and our team are our highest priority.

Warmest regards,
Dr. and Team