# 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 that you have a choice in whom you select as your dentist, and we are grateful you have chosen us.

We strive to provide you 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. In other words, it is a “use it or lose it” benefit. Unfortunately, many patients miss out on this opportunity to maximize their dental insurance benefits while meeting their dental 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 that 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, your insurance benefits, and our payment options 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 2025 and 2026.

As always, we are here to support you.

Warmest regards,
Dr. and Team