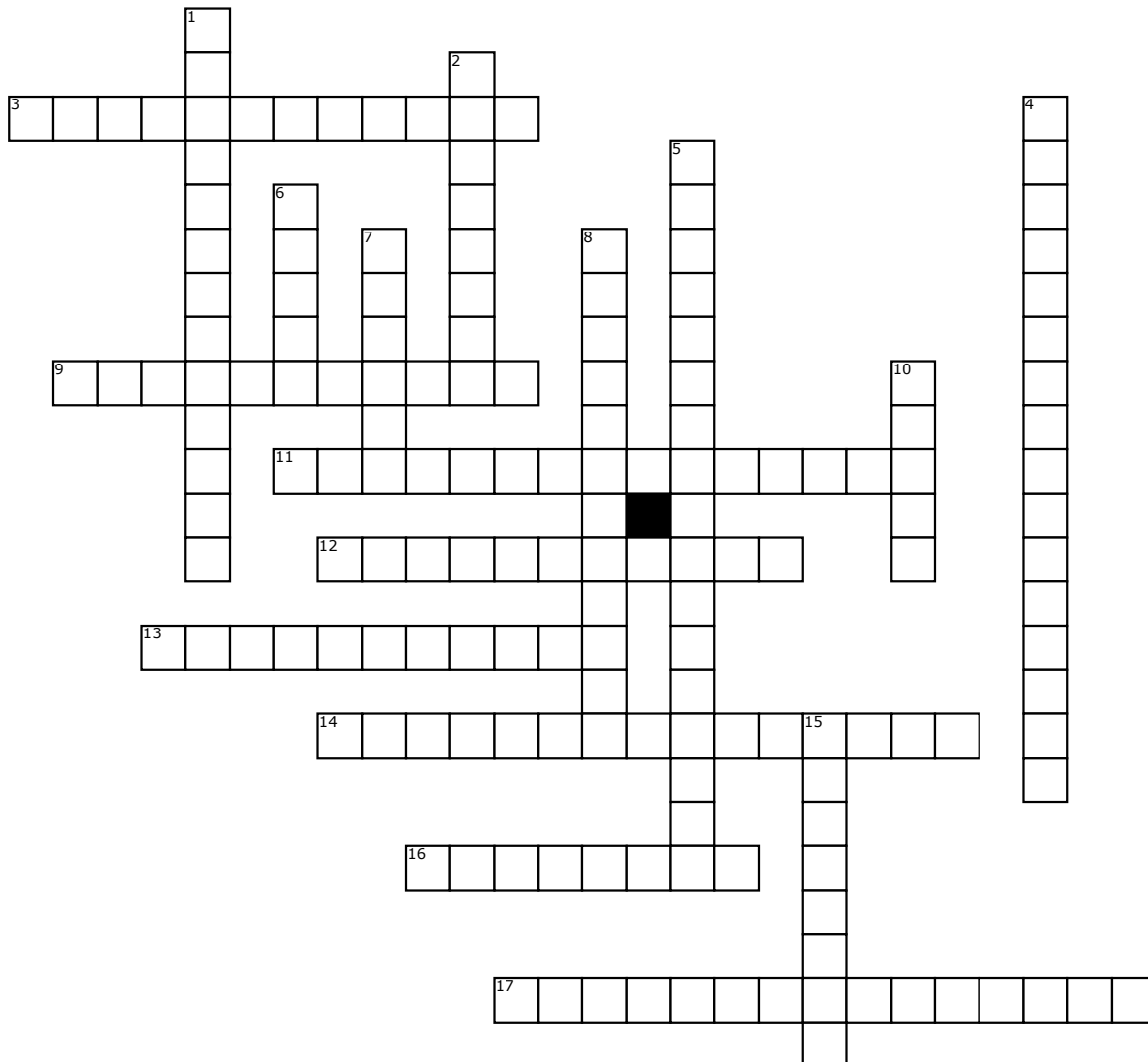


DA 170/3 Terms



Across

3. Time reserved on a the schedule for emergency patients

9. Files of patients who have been seen within the past 2-3 years are called

11. This covers the need to have the patient's permission for the release of information

12. The process of managing the financial accounts of a business

13. Time increments used in planning appointments

14. Individual who has been examined and diagnosed by the Dentist and for whom treatment has been planned is called

16. The dentist who provides treatment for the patient is also called the

17. Expenses and disbursements paid out from a business

Down

1. Record of all checks issued on and deposits made to a specific account

2. WW.

is waiting period between procedures

4. Person who has agreed to pay for services or for an account

5. Filing system that divides material into months and possibly days

6. Person named on the check as the recipient of the amount shown

7. The act of classifying and arranging records to be easily retrieved when needed

8. Payments on any outstanding accounts payable

10. A draft or an order drawn on a bank account for payment of a specified amount of money is called a

15. List of patients who can come in for an appointment on short notice