

# FRONT OFFICE ACADEMY

PROVEN SYSTEMS FOR DENTAL OFFICE PROFITABILITY

## ZOOM PROGRAM DETAILS – 9:00a.m. – 2:00 p.m. EST & BONUS Q&A HOUR

### **Welcome Paragon Clients to Paragon’s Front Office Academy™!**

The Paragon Front Office Academy™ was established more than 20 years ago. It has played a crucial role in the development of systems, protocols, and structures for all Paragon offices. Its primary aim is to establish a solid foundation for an efficient and productive Front Office Team.

Similar to how doctors attend clinical continuing education programs to enhance their skills, this day is designed for the entire office staff who are striving to achieve new productive goals, explore new business techniques, and adapt to the constantly evolving digital world.

The agenda for this day has been carefully planned to allow you to attend topics that are critical to your specific needs or to introduce "The Paragon Way" to new team members. It is important to consider utilizing these topics as your team meeting agenda, with discussions and implementation goals, to make the most out of this Zoom presentation. Please refer to the Zoom schedule below for further details.

<b><u>Friday, April 12, 2024</u></b>			
9:00 a.m.	-	10:00 a.m.	Session 1 The tools it takes for strategy success.
10:00 a.m.	-	10:50 a.m.	Session 2 Hygiene Goals – The vital 30-35% of your practice.
11:00 a.m.	-	11:50 a.m.	Session 3 Doctor production goals and templates for next level scheduling.
12:00 p.m.	-	12:30 p.m.	Session 4 Collections in 2024 – Let social norms be your guide.
12:40 p.m.	-	1:20 p.m.	Session 5 Profit robbing PPO’s – What to do about them?
1:30 p.m.	-	2:00 p.m.	Session 6 The critical role of a treatment coordinator.
2:00 p.m.	-	3:00 p.m.	BONUS Your short & sharp question and answer – stay on-line to discuss strategic questions specific to your practice.



Linda Marek is the Vice President of Paragon Management Associates, Inc., a practice management firm specializing in dentistry. She graduated from the University of Detroit with dental hygiene and business degrees. Linda has held various positions of increasing responsibility in successful dental practices from dental hygienist, dental assistant, business coordinator and public relations director as well as being involved in the sales of dental supplies. Linda has been consulting for the past 35 years and has facilitated and guided over 500 dental offices to create a dynamic collaboration, based on excellence and ethics, between the dental team and the dental patient.

*Linda Marek may discuss various products or services during the lecture program. Neither she nor Paragon Management receives any type of financial compensation for mentioning these products, which are based purely upon client feedback and industry statistics. Paragon Management strives to use unbiased statistics and market research.*

This meeting will be led by Linda Marek, the originator of Paragon Academies. Linda graduated from the University of Detroit with degrees in Dental Hygiene and Business. She has worked in various roles in successful dental practices, including dental hygienist, dental assistant, business coordinator, public relations director, and sales of dental supplies. For the past 37 years, Linda has been providing consulting services and has successfully guided over 600 dental offices to establish a strong collaboration between the dental team and the patients, based on excellence and ethics.

She has experience working with practices that have achieved production values ranging from \$600,000 to \$12,000,000. Linda understands that there is no one-size-fits-all approach to achieving success in dental practices. Her extensive knowledge of what works and what doesn't, depending on community awareness and the philosophy of the dentist, will help you reach the new goals you aspire to for your practice.

## **CONNECT BY ZOOM!**

Topic: Paragon Front Office Academy™

Time: Apr 12, 2024 09:00 AM Eastern Time (US and Canada)

Meeting ID: 876 1939 7779

Passcode: 079665

One tap mobile

+16469313860,,87619397779# US

+13017158592,,87619397779# US (Washington DC)

Dial by your location

• +1 646 931 3860 US

• +1 301 715 8592 US (Washington DC)

• +1 305 224 1968 US

• +1 309 205 3325 US

• +1 312 626 6799 US (Chicago)

• +1 646 558 8656 US (New York)

Find your local number: <https://us06web.zoom.us/j/87619397779>

## **RECOGNIZED PROVIDER**

We feel continuing education is vital to the success of your practice and personal growth. Paragon has gone to great lengths to ensure that our participants receive continuing education credits for every academy we offer. Recognition term: November 2021 – December 2025.

Paragon Management is an approved provider of Continuing Dental Education, and acknowledges that all courses relating to the areas of human resources and practice management aspects of dentistry are accepted by the AGD (PACE).

