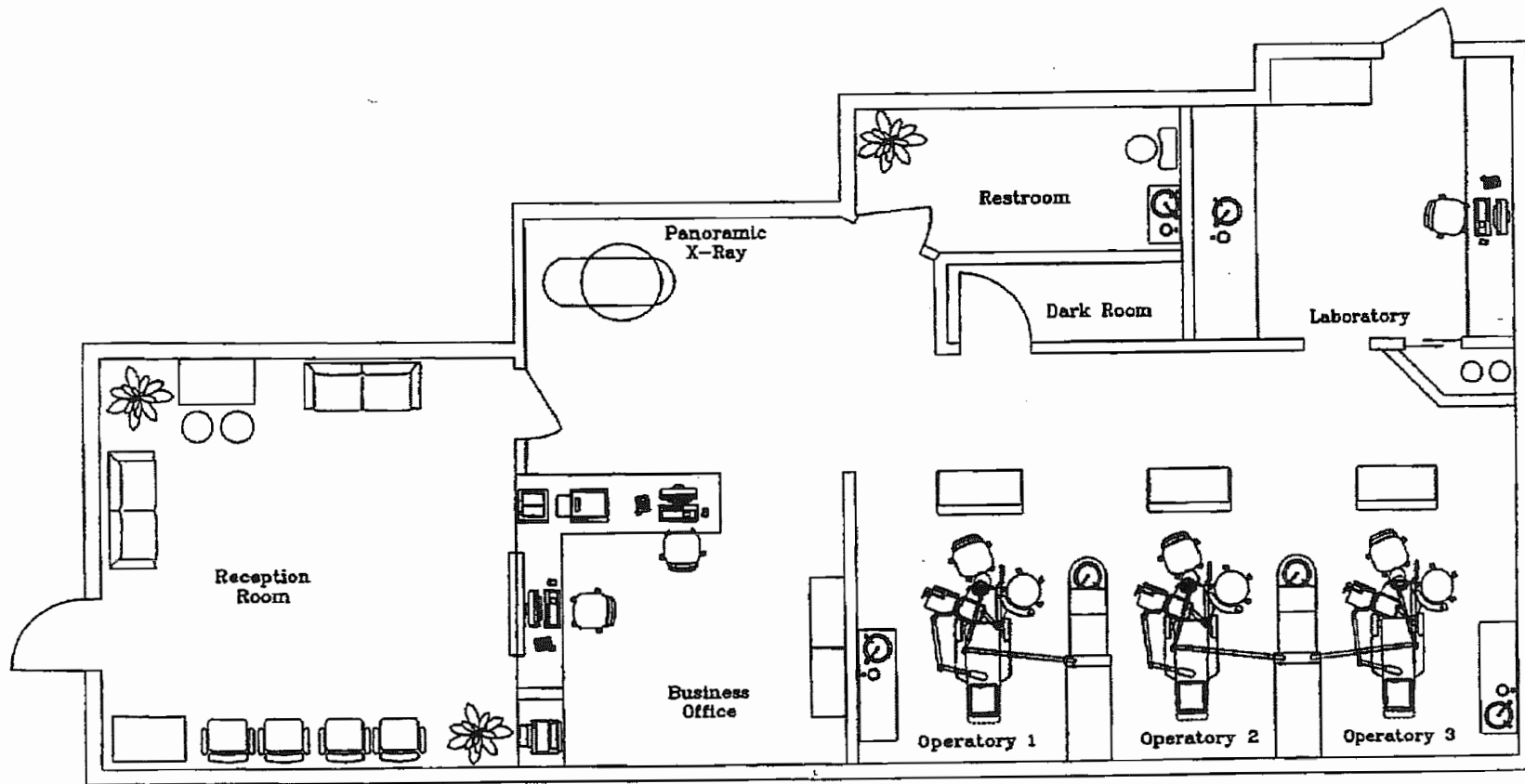


## THREE OPERATORY DENTAL CLINIC WITH WAITING AND BUSINESS OFFICE



### Design Notes:

If registration and billing for third party payments are to be done in the dental clinic the business office space will need to be expanded to accommodate the additional staff. Privacy must be provided for this function, such as separate cubicles for the Registration and Billing clerks, because personal information is discussed. Additional space should be based on anticipated number of billing staff.

The present waiting space is for patient and one family member. If the user population is in the habit of bringing multiple family members the waiting area needs to be expanded to accommodate them. Fourteen (14) square feet is need for each additional person in the waiting area.

Larger waiting areas generate more noise and so consideration should be given to a barrier, such as the plexiglass ones used in banks, running the length of the reception desk to provide quieter working conditions for business office staff. Additionally, if the reception area will be used to process multiple patients at the same time, then barriers between the reception stations should be considered to allow the private discussion of personal, financial, and health information between the patient and reception staff member without the conversation being overheard by adjacent people at the reception desk.