

DOCTOR PHONE SCRIPT

VOICE MESSAGE TO LEAVE ON A HOME PHONE OR CELL PHONE:

Hello this message is for Mr. Ted Smith.

This is Dr. Herald Jones and I wanted to welcome you to the practice and I look forward to meeting you tomorrow at your new patient appointment that is scheduled at 2:00pm. If you have any questions before your appointment time tomorrow please don't hesitate to call and speak to one of my front desk receptionists at 301-475-2881.

Thank you and have a nice evening.

IF PATIENT ANSWERS CALL:

Hello, I am calling for Mr. Ted Smith.

This is Dr. Herald Jones and I wanted to welcome you to the practice and I look forward to meeting you tomorrow at your new patient appointment that is scheduled at 2:00pm.

IF PATIENT STARTS TO ASK QUESTIONS:

I will be more than happy to answer all your questions and concerns tomorrow after I do a complete exam.

Thank you and have a nice evening. I will see you then tomorrow.