



HISTORY

The WHF Dental Center has been treating Fund members and their families since 1965 as one of the first self-funded clinics in the country. Our facilities were first open to the public in 2003.

APPOINTMENTS

Please bring your insurance card and an updated list of your medications to each appointment.

Due to the nature of our procedures, we encourage parents to leave children at home or bring someone to care for your children in the lobby.

Appointments For Minors – Please plan to accompany your child to their dental appointments. Parents or legal guardians must be present to sign medical history information, consent to treatment, receive post-treatment instructions, and discuss further treatment plans. Parents or guardians may give other adults (including family or friends) their authority to bring their child only after signing the approved WHF Dental Center form.

RADIOGRAPHS (X-RAYS)

Please contact your previous dental provider to forward any current x-rays (bitewings if less than 1 yr old, panoramic/full-mouth x-rays if less than 3yrs old) prior to your initial examination so that we do not inadvertently repeat such films and thus exceed frequency restrictions imposed by your dental plan.

EMERGENCIES

WHF Dental Center accommodates walk-in dental emergencies (pain, swelling, bleeding) as the dentists are able. We encourage patients to call upon onset of symptoms, which will allow us to schedule you an appropriate time to reduce your wait. WHF also provides an emergency answering service (414-771-5600).

INSURANCE & CO-PAYMENTS

Please familiarize yourself with your dental benefits prior to your initial appointment. Any questions regarding coverage should be directed to your benefit provider. WHF's customer service department can be reached at (888)208-8808 or (414)479-3671. Appropriate co-payments and co-insurances are collected at the time of service. Please bring any applicable insurance cards to all appointments and present them upon check-in. You may be asked for photo identification.

CANCELLED / MISSED APPOINTMENTS

If it is necessary to change or cancel your scheduled appointment, 24-hours advance notice. Failure to comply may result in a fee.

A 48-hour advance notice is required when changing or canceling appointments with a specialist (ie. oral surgeon, root canal specialist). Failure to comply **will** result in a fee.

In the event that you are late by 15 minutes or more for your appointment, it will be the provider's discretion on whether he/she will still be able to still see you. If it is necessary, your appointment may need to be rescheduled.

Clinic Hours:

Monday	7:00am – 5:00pm
Tuesday	7:00am – 7:00pm
Wednesday	7:00am – 5:00pm
Thursday	7:00am – 7:00pm
Friday	7:00am – 5:00pm