



align | enhance | transform

Transfer Case Checklist

- ☐ Call Toowong Orthodontics reception team [07 38700922] to book in your new patient consultation with one of our Specialist Orthodontists.
- ☐ Request your previous practice to transfer all records to Toowong Orthodontics (include any orthodontist transfer letters, treatment notes, x-rays, photos and financial arrangements).
- ☐ Check your financial status with your original clinic. (Have you paid upfront? Is there an account still owing? Are you owed a refund?)
- ☐ Let us know when you have contacted your previous provider for transfer of records so we can begin a line of communication with them.
- ☐ Be open and honest about any issues or challenges you've experienced so far