

ADA C.E.R.P[®] Continuing Education Recognition Program

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P)TA PEDIATRIC DENTAL TEAM ASSOCIATION

THE YEAR OF CHECKLISTS **STREAMLINING YOUR PROCESSES IN 2023**

After a fun, busy, and eventful holiday season, the new year has arrived, and we are ready to take on a new beginning and a fresh slate. I hope each of you enjoyed your time off of work (or school) and have embraced the holiday season with family, friends, and loved ones. It truly is the most wonderful time of the year.

With a new year upon us, it's certainly time to evaluate your aspirations, both personally and for your practice. What can you resolve to do better in 2023 to improve yourself and your dental practice so you can, in turn, benefit your patients? While goals certainly are great, they can tend to take some time to fulfill, and often, there may be a few obstacles and detours along the way. Did you know that Jan. 17 is known as Quitters Day because it's said that most people give up on their New Year's resolutions by then?

So, instead of setting lofty goals, how about improving your systems by incorporating a few checklists into your practice? In the September 2022 edition of Pediatric Dentistry Today, the story of the first aviation checklist, created by Boeing, was discussed, proving just how effective checklists are in increasing communication,



forefront.

smoothly.

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- Implementing Checklists in 2023 The Benefits of Meditation
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- Tips for a Cozy Winter Picnic
- Chipotle Bourbon Pumpkin Chili
- 3 Unique Winter Activities to Experience

WANT TO TRY SOMETHING **NEW THIS WINTER?**

CHECK OUT THESE 3 UNIQUE ACTIVITIES

Throughout winter, we have the opportunity to participate in many activities that are only possible during this season. We can ski, snowboard, snowshoe, sled, and more. While some people fly south for winter vacations to escape the cold weather, others travel to extraordinary winter destinations within our country. Plenty of options are available if you're looking for a truly unique experience this winter. Here are three winter activities that will leave you with long-lasting memories.

Snowmobile Tours in Alaska

Alaska is one of America's hidden gems, even though it's the biggest U.S. state. If you're looking for unique winter experiences, you'll want to visit Alaska. One

of the coolest adventures you can experience is a snowmobile tour. You can hop aboard a snowmobile and ride the same path as the Iditarod Trail Sled Dog Race or visit some beautiful mountains and glaciers. Many of these tours will lead you right past moose, bears, and caribou as you take in the beauty of Alaska's environment.

Skating on Mirror Lake at Lake Placid

Lake Placid, New York, had the privilege of hosting the Winter Olympics twice, so it's no surprise they have some amazing cold weather activities to showcase. A truly exceptional experience is skating on Mirror Lake. They have a 2-mile-long ice track where you can test your speed and areas for people

to skate openly or play a game of ice hockey. You can even participate in dog sledding there. It's a beautiful area filled with various winter activities.

ce Fishing Excursions in Brainerd, Minnesota

While fishing might be more commonly known as a spring or summer activity, you can get plenty of fishing done in the winter if you know where to go. Brainerd is considered one of the best places to visit for ice fishing enthusiasts. There are over 300 fishing lakes near the city, and you can expect to catch bluegill, walleye, largemouth bass, yellow perch, northern pike, and many others. If you like to fish throughout the year, check out Brainerd.

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detecting potential problems before they occur, and enhancing safety and efficiency. Today, checklists have taken the airline industry by storm, and every airline completes one preflight.

You use checklists every time you have an OR, Surgicenter or IV anesthesia case. It starts the minute the patient is brought in, through the time-out review, completion of the case and discharge criteria. Checklists ensure procedures are followed with patient safety in the

Just as checklists streamlined the airline industry and made processes and procedures easier and more efficient which increased safety for passengers and crew members, checklists can have the same beneficial effects on your practice and increase your efficiency, productivity, and profitability. If every position in your office has a checklist that outlines what each is responsible for on a daily, weekly, monthly, and guarterly basis, I promise that everything will run much more

in the Members Area of our website, under the Member Resources section. Whether you need a checklist for a new hire, a team member coming from another practice, record-keeping, or for cleaning and administrative tasks around the office, we have you covered!

Frequently, we get so bogged down in the office, and without a set checklist in place, it's tough to delegate those smaller tasks that are so easy to overlook. These are the tasks that are small, but without them, it'd be tough to keep the practice running smoothly. Thus, implementing checklists in 2023 can help take a lot of stress off the doctor and ensure that everything is completed as directed.

Make 2023 the year you systematize your office --- use this fresh start to enhance and streamline your office's processes!

What checklists are you interested in implementing?



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You will find some checklists you can use in your practice

TO DO LIST

THE POWER OF MEDITATION EXPLORING 5 KEY BENEFITS OF MEDITATION

Meditation promotes better sleep, less anxiety, improved self-awareness, and lower blood pressure. Before the pandemic, the practice was trending upward in popularity, but now, meditation has become even more popular as it helps many to cope with stress and mental health complications.

Let's take a look at many reasons to set aside 10 minutes in your day to meditate!

Reduce stress and anxiety.

Studies have proven that meditation reduces cortisol and the inflammation response, which can disrupt sleep patterns, bring on depression and anxiety, and cause fatique.

Through meditation, you may find a new perspective on stressful situations or build new skills to help you to manage stress in the future.

Boost emotional well-being.

Some types of meditation lead to a positive outlook on life and an improved self-image. According to research, it can even help manage and reduce symptoms of depression. It promotes a sense of peace, calm, and balance in your life!

Lengthen attention span.

Did you know that meditating can improve your accuracy and attention when completing a task? This will help you focus on the tasks at hand, and you can better direct and control your full attention!

Generate kindness.

Meditation has been proven to increase feelings of positivity and encourage acts of kindness toward yourself and those around you. Studies have shown that

individuals have a heightened sense of compassion after meditation! So, for more positivity in your life and relationships, meditate!

Improve sleep.

A whopping 70 million people in the U.S. deal with some sort of sleep disorder at some point in their lives. Studies have shown that meditation can help individuals stay asleep for longer segments of time and reduce the severity of insomnia while reducing tension

If you haven't already, incorporating meditation into your daily routine can surely yield many positive benefits and results! And what do you have to lose?

SITUATION OF THE MONTH

Dear PDTA Pro.

With a team of four admin staff, three hygienists and four assistants in our office, nobody seems clear on what they are responsible for beyond patient care. There are many tasks without an official designated team member assigned to them; thus, certain things are often forgotten. What can we do here in the office to divide up our tasks, make sure they are done in a timely manner, and ensure that nothing is left undone?

Some of us feel like we are doing all the work and constantly picking up the *slack for others* — *help!*

-Feeling Out of Sync

Dear Feeling Out of Sync,

This certainly sounds frustrating! To incorporate some accountability and organization, has your office considered creating checklists for each member of the staff to streamline all practice tasks? As mentioned in

Dr. Haugseth's article, checklists are a great way to track everything that needs to be done and to assign an individual team member to each task.

Just like it's easy to forget things at the store when you go grocery shopping, tasks around the office can be easily overlooked — especially when nobody has any idea who is doing what. You can create checklists for clinical and administrative tasks to get orderly and organized. Cleaning and janitorial responsibilities can be overseen with a checklist, even if those duties are outsourced by third parties.

If you need help getting ideas for checklists or want some to get you started, check out our members area of our website and look for the Member Resources section. There you will find a few checklists for training new hires, record-keeping, or even for cleaning and administrative tasks around the office. Let us know how else we can help!

Happy New Year!

-Pediatric Pro

IT'S COZY SEASON! 4 TIPS FOR A SUCCESSFUL WINTER PICNIC

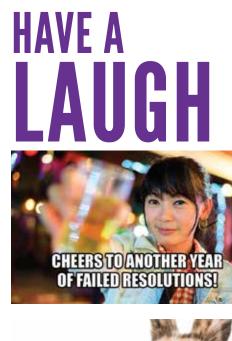
This time of year, we all enjoy nestling up by a fire, cuddling under a blanket on the couch, or enjoying a warm cup of joe at the local coffee shop. If someone were to propose a winter picnic at the local park, you'd probably think they were crazy. But don't be so quick to dismiss the idea. With these four tips for hosting a winter picnic, you'll be up for having lunch outside in January any time.

Keep Warm

Maintaining heat in winter is at the forefront of all concerns, and your winter picnic is no different. Be sure to pack hats, scarves, gloves, blankets, socks, and an extra set of clothing for unexpected changes in the weather. Believe it or not, a large beach umbrella is extremely helpful in protecting you from the winter elements. You can even plan some active picnic games to keep your body moving and the heat flowing!

Light a Bonfire

If the location of your picnic permits, light a fire to cozy up next to. Some beaches and campgrounds have designated firepit areas to start a fire while enjoying a







INGREDIENTS

- 1 medium onion, minced
- 3 cloves garlic, minced
- 1 red pepper, diced
- 2 tsp chili powder
- 1 tsp cumin
- 1 tsp sea salt

DIRECTIONS

warm winter meal. You can even cook your food over the fire! Remember to be careful when building a fire in the wilderness and take proper safety precautions.

Pack Hot Meals

Picnics are all about ease and relaxation! Here are some toasty and hearty winter picnic meal ideas to help warm you up:

- Soup
- Stew
- Pot pie
- Toasted sandwich or panini
- Warm brownies

Keep It Simple

- Baked mac and cheese
- Loaded baked potatoes
- Ouiche
- Chili

Remember, it doesn't need to be complicated! Even just a thermos of hot chocolate; some warm, freshly baked cookies; a bunch of blankets; and hats and gloves are plenty for a winter picnic — ultimately, it's all about soaking up the beauty of the most wonderful time of the year!

- 1 tbsp grapeseed oil
- ¹/₂ cup bourbon
- 14 oz can of pumpkin • 28 oz can of crushed
- tomatoes
- 19 oz can of kidney beans
- 19 oz can of navy beans
- 1 small butternut squash,

cut into 1-inch cubes

- 1 tbsp chipotle peppers puréed with adobo sauce
- 2 cups water
- 2 cups corn
- Sea salt, to taste

1. In a large pot, heat oil over medium-high heat. Add onion and sauté until brown, about 8 minutes. Add garlic and red pepper and continue to cook for about 5 minutes. Add chili powder, cumin, and sea salt and cook for 1 minute.

2. Add bourbon and bring mixture to a boil. Add pumpkin, tomatoes, kidney beans, navy beans, squash, peppers, and water and stir well. Cover and bring to a boil, then reduce heat and let chili simmer for 30 minutes until the butternut squash is tender.

3. Add corn and cook for 5 minutes. Season with sea salt and serve.