

Dentrix Mastery Tracks

SPOTLIGHT

Dentrix Mastery Tracks™ helps dental professionals improve, measure, and demonstrate their Dentrix skills. Read on to find out about Teressa Keith, a practice manager/administrator and dental assistant who has completed eight Mastery Tracks tests and earned all four specialist certificates.



TERESSA KEITH | PRACTICE MANAGER

Where do you work?

Dr. Debra Duffy, Pediatric Dentistry, Flower Mound, TX

What is your title?

Practice Manager/Administrator. I am also a registered dental assistant with my coronal polishing and sealant certification, so I can assist as needed in the clinical area as well.

What are some of the duties you're responsible for within your practice?

I am responsible for the general day-to-day functions and flow of the practice. I oversee all aspects of the business office and the clinical area and I am the HIPAA officer. I hire and train new employees. I typically enter the insurance payments, run reports, and monitor the business both daily and monthly. I handle all the set up within Dentrix from the custom toolbar to the clinical note template set up.

How long have you been with this practice and with Dentrix?

I have been working with Dr. Duffy for 22 years. I have been working with Dentrix since 1996.

Which certificates have you earned?

I have earned all of them: Front Desk Specialist, Financial Specialist, Clinical Specialist, and Practice Analysis Specialist certificates.

What got you interested in Dentrix Mastery Tracks?

I received a publication from Dentrix about the Mastery Tracks and I immediately wanted to challenge myself to see if I was a "Dentrix Master." I just went for it and once I started I just kept going until I finished them all.

How has participating in Mastery Tracks helped you use Dentrix?

I learned some things in Dentrix that I did not know about and that we had not used or implemented here. That is helping us get more out of Dentrix now.

How has becoming a Dentrix specialist improved your career?

It has made me feel more confident about my knowledge and capabilities within Dentrix.

What is your favorite Dentrix tip or trick?

I love using the "F2" key to pull up a patient. I use it all the time. I also love to generate and run a variety of reports and create custom reports, and I am always trying to figure out a new one we can use.

Take a course. Take a test. Earn a certificate.
Visit Dentrix.com/Mastery and start using Dentrix Mastery Tracks to help your team improve, measure, and demonstrate their Dentrix skills.