

**CONTINUING DENTAL EDUCATION**  
School of Dentistry  
University of Minnesota

**Record Keeping Workshop for the Dental Team**

**Thursday,  
October 30, 2008**

PRELIMINARY PROGRAM  
6-410 Moos Health Sciences Tower

12:30 Final registration and assembly

12:55 Welcome and introduction

1:00 **Dental Recordkeeping**

**Dr. Rich Nadeau**

- seminar objectives
- role of the state board

1:30 **Dental Recordkeeping Fundamentals**

Essential components of the dental record

- components of the dental examination
- diagnosis
  - problem based
  - differential diagnosis

2:15 Refreshment break

2:30 **Dental Recordkeeping Fundamentals (continued)**

- treatment planning
- informed consent
- progress note entry requirements
- transfer of records
- corrections
- electronic record

3:45 Question and answer session

4:00 Adjourn

**Course Instructor**

**Rich Nadeau, D.D.S., M.P.H.** Dr. Nadeau maintained a private practice in Minneapolis, MN until joining the faculty in 1993. He is a full-time Associate Clinical Dental Specialist and Associate Program Director for the Comprehensive Care Clinics, Department of Primary Dental Care. He is the past director of the Emergency Clinic and currently serves as the Director of Clinical Treatment Planning for the University of Minnesota.