

DECEMBER 30 MONDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5
- WEEKLY INSURANCE CLAIMS RECOVERY**
- WEEKLY OVERDUE RECARE**
- BIWEEKLY RECARE POST CARDS**

DECEMBER 31 TUESDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY 1 WEDNESDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

NEW YEAR'S DAY

NOTES/PROJECTS TO COMPLETE FOR THIS WEEK

JANUARY 2

THURSDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY 3

FRIDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY 4

SATURDAY

JANUARY 5

SUNDAY

SURVIVAL TIP OF THE WEEK

Join our private Facebook group only available to those who have purchased this planner and their team members. We discuss additional strategies and systems regularly in that group. You can also reach us for real time help in there!

Search 'Dental Office Survival Guide: 2020 Front Desk Planner' to join. Be sure to answer the security questions—that's the only way in!

JANUARY 6

MONDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5
- WEEKLY INSURANCE CLAIMS RECOVERY**
- WEEKLY OVERDUE RECARE**

JANUARY 7

TUESDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY 8

WEDNESDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

NOTES/PROJECTS TO COMPLETE FOR THIS WEEK

9

JANUARY

THURSDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

10

JANUARY

FRIDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5
- MONTHLY FRONT DESK INVENTORY**
- MONTHLY FRONT DESK MARKETING INVENTORY**

11

JANUARY

SATURDAY

12

JANUARY

SUNDAY

SURVIVAL TIP OF THE WEEK

Have you visited the Member section of our buckeyedentalproductions.com website? With the purchase of this planner comes the ability to log into our site to download files and watch training videos. You should have received your log in info at the time of purchase. If you have not, please email us at info@BuckeyeDentalProductions.com and we will help you get started!

JANUARY 13

MONDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5
- WEEKLY INSURANCE CLAIMS RECOVERY**
- WEEKLY OVERDUE RECARE**
- BIWEEKLY RECARE POST CARDS**

JANUARY 14

TUESDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY 15

WEDNESDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5
- MONTHLY BILLING**

NOTES/PROJECTS TO COMPLETE FOR THIS WEEK

JANUARY 16

THURSDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY 17

FRIDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY 18

SATURDAY

JANUARY 19

SUNDAY

SURVIVAL TIP OF THE WEEK

JANUARY **20**
MONDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5
- WEEKLY INSURANCE CLAIMS RECOVERY**
- WEEKLY OVERDUE RECARE**

MARTIN LUTHER KING JR. DAY

JANUARY **21**
TUESDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY **22**
WEDNESDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

NOTES/PROJECTS TO COMPLETE FOR THIS WEEK

JANUARY **23**
THURSDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY **24**
FRIDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY **25**
SATURDAY

Blank area for notes or tasks on Saturday.

JANUARY **26**
SUNDAY

Blank area for notes or tasks on Sunday.

SURVIVAL TIP OF THE WEEK

Blank area for the survival tip of the week.

JANUARY **27**
MONDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5
- WEEKLY INSURANCE CLAIMS RECOVERY**
- WEEKLY OVERDUE RECARE**
- BIWEEKLY RECARE POST CARDS**

JANUARY **28**
TUESDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

JANUARY **29**
WEDNESDAY

DAILY CHECKLISTS

- #1
- #2A
- #2B
- #3
- #4
- #5

NOTES/PROJECTS TO COMPLETE FOR THIS WEEK

Large empty rectangular box for notes and projects.

JANUARY 30 THURSDAY

- DAILY CHECKLISTS**
- #1
 - #2A
 - #2B
 - #3
 - #4
 - #5

JANUARY 31 FRIDAY

- DAILY CHECKLISTS**
- #1
 - #2A
 - #2B
 - #3
 - #4
 - #5
 - END OF MONTH REPORTING**

FEBRUARY 1 SATURDAY



FEBRUARY 2 SUNDAY



SURVIVAL TIP OF THE WEEK

