

## STAGE 1: COMPLETING THE PRESCRIPTION FORM

- Ensure full contact details are completed and please include those of any personnel who will be involved in the ordering process.
- Confirm the design of the appliance.
- Please indicate if you are providing a pre-sized molar band or if you would like Studio 8 to provide this.
- Include the appointment date for fitting the appliance.

## STAGE 2: SENDING IMPRESSIONS, PLASTER MODELS OR DIGITAL SCANS

- Take an impression (silicone or alginate), study model, or digital scan
- Post impressions/plaster model to:  
[Studio 8, DB Orthodontics, Ryefield Way, Silsden, West Yorkshire, BD20 0EF](#)  
Please note that we are not able to accept deliveries over the weekend.
- If you are sending impressions, please ensure that these have been disinfected, covered with wet blue roll and placed in a plastic bag.
- If you are sending a plaster model, please indicate on the model where the implants will be inserted.
- If you would like to send a digital scan, please contact us on 01535 656999. Scans can be sent to Studio 8 via 3Shape, iTero, Sirona Connect, Medit, Wetransfer, Dropbox or email attachment.

## STAGE 3: WHEN STUDIO 8 RECEIVES THE CASE

- Once Studio 8 receives the case, Studio 8 will be in touch to confirm receipt of the impressions/plaster model/scan.
- Studio 8 will provide an estimated date of despatch.
- If Studio 8 requires any further information about the case, a phone call or video call will be arranged between the technician and prescribing clinician.
- If you have sent impressions or digital files (without the mini-implant inserted), Studio 8 will be in touch to discuss and determine the placement of the implants.

## STAGE 4: PAYMENT

- If you work in a practice and already have an account with us, the order will be invoiced.
- If you work in a practice and do not already have an account with us, a proforma invoice will be sent for payment before despatch of the case.
- If you work in a hospital, a quotation will be sent so that you can arrange a purchase order. Once the purchase order is received, the case can then be invoiced.

## STAGE 5: DESPATCH

- Studio 8 will email to confirm that the case has been despatched.