

# WHY SHOULD MY PRACTICE HAVE MORNING HUDDLES



Morning huddles are key to every successful practice. These huddles are held every morning before patients arrive. The meetings are not meant to be long and should only take about 10-15 minutes. Despite morning huddles being short in time, they are so effective that it's become a deeply mandatory routine for many successful dental practices.

What makes these short morning huddles so powerful? During the huddle, the entire organization meets, this should be a mandatory morning huddle, which means ALL team members including providers must attend. Topics discussed consist of reviewing schedules, any emergencies, canceled appointments, and appointments that were last minute the day prior.

Encourage the team to stay on topic to avoid running over into patient time. The morning huddle is also not the time to discuss key point topics you would typically review in your monthly meetings.

"Having worked many years as an operations manager in dental practices, I have seen first-hand, the positive effect morning huddle meetings have on the practice and entire team. From boosting the team morale to making sure each day runs smoothly and efficiently.

Dental practices of all sizes can greatly benefit from making morning huddle meetings a part of their daily systems. Address any potential issues or challenges before the day starts.



Every dental office will have its own approach to the morning huddle that works the best for their practice. Here are a few suggestions you can add to your morning huddle checklist. Remember to keep a positive vibe throughout the morning huddle.

- Review the previous day's schedule and production.
- Ask your team if there were any successes during the prior day.
- Discuss any concerns that arose and any opportunities for improvement.
- Review the present-day schedule of dentists and hygienists to make sure the team has an overall picture of the day.
- Make sure all cases for scheduled patients the next day are in.
- If it's a slower day, discuss with the front office team to contact patients who have asked to be placed on the "wait list". (You can also print the missed appointment report or unscheduled treatment report). If your hygienists have open availability in their schedules, have them also reach out to their patients (recall report), this adds a personal touch from a patient's favorite Hygienist.
- Identify opportunities for same-day production.
- End with an inspirational quote, or show a short 1 minute funny video

If you are a small practice, rotate amongst team members so everyone can have turns leading the morning huddle, this adds value and makes each team member feel like they have contributed.

Learn how SRB Consultant Group, can excel your morning huddle meetings. From an efficient morning huddle checklist to identifying revenue opportunities, SRB Consultant Group will make your morning huddles easy to hold a focused, organized, and effective morning huddle so you and your team can start each day on the right foot. Contact us to learn more about how we can help your practice excel.

We would love to hear topics you would like us to discuss in our monthly blog. Send us an email to:  
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