

# Office Management Academy

## *The Business of Excellence*

**Now Accepting Applications!**

**Office Management Academy, located in Portland, OR:** The Office Executive is trained to understand the business of orthodontics, with the overall mission of taking care of the *people*, not *patients* while building an exceptional team. The Executive will be armed with the systems to hire, inspire, and track the business through detailed reports, dashboards, and benchmarks. The truly extraordinary executive will be the voice in the orthodontists' ear to guide and inspire team loyalty, trust and greatness!

**The Peniche & Associates Academy** is an immersion workshop taught in our conference room with personalized training. Each class is boardroom seating and limited to 10-12 students. This interactive course with informative speakers, panel discussions, and networking opportunities will fill quickly. To submit your application, please give us a call at 503-666-8538.

Each Academy is two days with a continental breakfast, catered lunch, and an afternoon reception on the first day. The course fee is \$1,480.00 per person and includes the following:

- Workbook
- Exclusive Networking
- Three months of Support

Course Hours: Thursday 8:30AM – 4:30PM and Friday 8:30AM – 2:00PM

***“The course was above and beyond my expectations. Every moment of the course was completely informative.”***

Dana, Bergen Orthodontics

***“I feel empowered & armed with confidence!”***

Charmaine, Dr. Derek Graff

***“Peniche & Associates makes me want to perform at a higher level.”***

Mike, Holliday Orthodontics

***“You thought of everything! I am amazed!”***

Amy, Dr. David McReynolds

***“Thankful that I have the tools necessary to fulfill my role as an office manager with confidence.”***

Sarah, Dr. David Defay

***“Excellent!”***

Janet, Dr. Ernest McDowell

***“Each member of the Peniche Team has shown professionalism and love in each step of the process. You listen, learn and act on it.”***

Neely, Dr. Randy Feldman

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## Office Management Academy Application

January 10 & 11, 2019

March 21 & 22, 2019

The course fee is \$1,480.00 per person—to include 3 months of post-course support. Each course is two days with a continental breakfast, catered lunch, and an afternoon reception on the first day.

Personal Information		<i>please print</i>	
Name			
Title			
Cell Phone			
E-Mail			
Facebook			
Is your office part of a DSO (Dental Service Organization)? NO YES If yes, DSO name:			
Have you attended any of our private courses or lectures? <i>If yes, please list them below</i> YES NO			
How many years have you been with the practice?			
Practice Information		<i>please print</i>	
Doctor's Name			
Practice Name			
Address			
City, ST ZIP			
Doctor E-Mail			
Office Phone			
Website			
Age of the Practice	Number of Staff	Number of Offices/Satellites	
Number of Doctors	Office software	Average Monthly Starts	
Practice Goals:			
Are you a Private Client of Peniche & Associates? YES NO			
Who may we thank for referring you to the P&A Academy?			

Please e-mail your application to [larissa@penicheteam.com](mailto:larissa@penicheteam.com) (or) fax to 503-666-4937

Card # \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CVC: \_\_\_\_\_



Cardholder Signature\*: \_\_\_\_\_

*\*By signing, you acknowledge that you have read, understand and agree with the cancellation policy below.*

*Academy Course Fee Policy: The course fee is refundable up to 30 days prior to the Academy Course. Cancellations within the 30 days prior to the course will have 50% of the course tuition transferred, one-time only, to the next available course. Your card will not be charged until you have received confirmation of your Academy acceptance.*



Form for distribution by Peniche & Associates exclusively