

# Active Aligners basic case consultation workflow

## Initial Dr Consultation

### Step 1. Take **Intra-oral Scans** or **Impressions**

- We only accept good quality PVS or Impregum impressions.
- We require 2-3mm of the gingiva all round.
- Impressions should cover all teeth including 8's if present.

NB! Please take special care not to create any drag, bubbles etc, as inferior impressions could be rejected and new impressions will be requested.

### Step 2. Take the required quality control photos. (8 Photos)

### Step 3. Gather any other supporting documentation you feel would be needed for the case (x-rays etc)

## Post Consultation

Step 1. If you took impressions email [submissions@smileclublab.co.za](mailto:submissions@smileclublab.co.za) and ask for an impression collection. We will book a courier to collect the impressions.

### Step 2. Create the case on the portal:

- i. Logon to the portal.
- ii. You will use the photos and any other supporting digital documentation you would like to add to create a new case on the portal.
- iii. Please put all digital information into one .zip file/folder. (If unsure how to create a compressed .zip file on your device, please call us for assistance)
- iv. You can include STL scans in this initial .zip file if you have them.
- v. Make sure the .zip file is renamed to "patients\_name.zip" for normal cases and "patients\_name\_ref.zip" for refinements. (NB! It is key that the file name used for the case creation is always unique for every case created)
- vi. Please contact the team if you are not sure how to use the patients\_name.zip file to create the case.

Step 3. If scans not loaded manually as above, scans can be sent to the LAB to be loaded. (Please contact LAB for connection assistance based on Scanner type)

Step 4. Impressions sent to LAB will be digitally scanned and loaded onto the case that you created.

Step 5. Treatment planning will proceed once all information has been loaded onto the case.