

DENTISTS, OFFICE MANAGERS, AND OTHERS  
HANDLING HUMAN RESOURCES MATTERS IN THE DENTAL OFFICE

PLEASE JOIN



NARDONE LAW GROUP, LLC & ZIMMERMAN, BOLTZ & CO.



TO DISCUSS

**“DISCIPLINE, DISCHARGE & DOCUMENTATION”**

FRIDAY, OCTOBER 11<sup>TH</sup> 9:00AM – 12:00PM ET  
AT NARDONE LAW GROUP’S OFFICE  
300 EAST BROAD STREET, COLUMBUS, OHIO 43215

Whether you have recently opened a new dental practice, or you have many years of experience, you will inevitably have employees who break the rules or become “problem” employees. When it comes time to discipline that employee, you must have the proper documentation in place to protect your most valuable asset—your Practice.

Our discussion will include:

1. Factors to consider when issuing discipline or informal counseling.
2. The necessary steps to take prior to terminating an employee.
3. Minimizing the impact of unemployment compensation or discrimination charges.
4. Post-termination concerns.

We will provide you with an opportunity to apply this information to different discipline and termination scenarios in small groups. Following will be an open discussion to provide our recommended options, solutions, and suggestions.

**The course fee is \$100 per office and we ask that you please RSVP by Friday, October 4<sup>th</sup>.  
Please confirm your attendance by email to [tammie@zbco.net](mailto:tammie@zbco.net) or by phone at 614-939-4700.**

*Please return the below portion, or send a check made payable to Zimmerman, Boltz & Co. to:  
Zimmerman, Boltz & Co., 5071 Forest Drive, Suite A, New Albany OH 43054.*

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