



Dental Office Agreement for Permanent Placement with Dental Assist LLC

(Completed Registration on the website indicates adherence.)

This agreement entered between Dental Assist LLC and the dental office, hereafter referred to as the Office, provides that it will utilize Dental Assist LLC services to provide permanent staffing to the Office. If the Office connects with a potential permanent employee that Dental Assist LLC has not provided, the Office is not obligated to pay Dental Assist LLC as this was not a lead provided by Dental Assist LLC.

- The “finder’s fee” associated with Dental Assist LLC for a permanent employee: Full-time front office \$1,000; Non-EFDA-Dental Assistant & Less than one year of experience EFDA \$1,000; Part-time, experienced EFDA(2-3 days a week) \$1,250; Experienced full-time EFDA \$1,500; Hygienist (2-3 days a week) \$1,750; Hygienist (4 days a week) \$2,000. (Other combinations and positions not listed can be discussed and agreed upon on an individual basis between the Office and Dental Assist LLC.) The Office agrees to pay this fee to Dental Assist LLC. **If a full-time employee provided by Dental Assist LLC is terminated within 30 days, the Office may be eligible for a partial or full void of invoice depending on the circumstances resulting in termination.** (Part-time employment is not eligible for refunds.)
- If the Office wants to utilize Dental Assist LLC services for a background check or drug testing, Dental Assist LLC will provide receipts for these services, and the Office agrees to reimburse Dental Assist LLC for these additional services.
- The Office will provide the specific details of the services in which it will require of Dental Assist LLC at the initial establishment of this agreement, and the Office agrees to pay all associated costs with the utilization of these services. (This will either be the original fee for the particular employee needed or could include additional costs associated with drug screening and/or a background check.)
- If Dental Assist LLC has provided the Office with (a) Temporary employee(s), the Office will **NOT** attempt to contact this/these individual(s) directly for temporary or permanent placement for at least 12 months after last assignment worked and agrees to utilize and pay Dental Assist LLC for these services.
- If the Office would like to permanently hire a Temporary that was provided to the Office for sub purposes from Dental Assist LLC, the “finder’s fee” will be discounted, and the final “finder’s fee” will be negotiated between the Office and Dental Assist LLC. The Office agrees to pay the negotiated fee to Dental Assist LLC.



- If the office utilized a Temporary provided by Dental Assist LLC, after **one year** of last date of service from the Temporary, the Office will be afforded the opportunity to contact the Temporary without Dental Assist LLC knowledge or involvement.
- If the Office would like to have a working interview for a potential permanent employee, the Office agrees to notify and pay the sub Rate of Pay and Dental Assist LLC **40% of that worker's hourly sub rate** for these services. **If the Office hires this dental staff member, then 10% of the 40% that was paid to Dental Assist LLC will go toward the "finder's fee" cost.**

I look forward to working with you. Please contact me at any time with any questions or concerns!

Michelle Colbert

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