Recommendations are provided for the examinations of recall patients as well as those attending emergency appointments. The referral process is described, explaining when this is appropriate and how this should be carried out.

The authors recommend assessing local compliance with the guidelines and provide a list of audit topics for this to be carried out in the dental practice. They also recognise that much of the evidence supporting their guidelines is expert opinion and that more research into clinical examination and record keeping is required. A list of research topics is provided.

Five scenarios are used to illustrate the importance of good clinical examination and record keeping in recognisable practice situations. A substantial appendices section complements the guidelines in the main text well, showing examples of data gathering tools and describing their use.

This publication provides good practice guidelines in clinical examination and record keeping for dental primary care practitioners. It is relevant, clear, well structured, accessible and an excellent reference tool.

A. C. Dunbar

DENTISTRY WITH A VISION

G. I. Kendall
UK: Quintessence
price £28.00; pp 200
ISBN 9780867154894

This is an extremely well thought out, alternative textbook, published by Quintessence. It is split into four sections written in an informal style, with characters providing a magnitude of tips and a step by step method on how to make dentistry into a successful business, whilst telling a story about friends and colleagues and how they developed successful businesses whilst providing excellent dental treatment.

Part 1 focuses on the struggles within dental practice and the dilemmas all general dentists are faced with every day. It emphasises the point that in dentistry and business you must learn from your mistakes and gives

examples on how cutting costs in practice do not necessarily mean making more money.

Part 2 focuses on how you can use five 'focus steps' to work towards goals. The first step is about identifying constraint and how you can use those constraints to benefit your practice. If the constraint is overcome a new problem may be faced.

Part 3 of the book is about understanding your patients and their resistance, and using this to your advantage by forming a dental sales process. It also touches on hiring new staff and how to find the best employee for your practice.

The final part of the book focuses on types of waste eg time, overproduction, and on reducing waste within a practice - but at the same time ensuring full equipment is available.

Throughout the book the reader is educated and at the same time engaged in the story being told as it is set out rather like a short story. Although there are not many illustrations, I feel with this style of learning they are not needed. The book can be read leisurely, as with a novel, rather than a daunting textbook. As well as being fun to read it also gives numerous invaluable tips on how to make a successful, enjoyable business and make money at the same time as improving patient and staff care.

J. Kerfoot

ORAL MEDICINE AND PATHOLOGY AT A GLANCE

C. Scully, Q. P. de Almeida,
J. Bagan, P. D. Dios,
A. M. Taylor
UK: Wiley-Blackwell
price £24.99; pp 120
ISBN 9781405199858

This is a generally well written book. It gives a good overview of oral medicine and pathology. The book is divided into subject matters, such as examinations, investigations, anatomical variants, blisters, pigmented lesions, red and purple lesions, swellings, ulcers and erosions, white lesions, salivary conditions, neck swelling, neurological conditions and pain, jaw bone conditions, maxillary sinus conditions, oral malodour, HIV and AIDS. These headings are then divided further into

60 concise chapters. The chapters contain shorter topics within them. Topics are bulked together so you don't need to cross-reference much, which makes easy reading.

Generally the book is easy to read and understand. There was a good section on desquamate gingivitis, giving a good definition and aetiopathogenesis. It gave an interesting management plan, such as providing an overnight polythene splint whilst using the topical corticosteroids (although in practice it may be difficult charging patients for a band three whilst providing a splint!). The investigation section was also well written. It suggested microbiological tests and different types of imaging, such as bone scintiscanning, which although useful to know, may be a bit difficult and expensive in general practice.

I found the text boxes very useful as well. They provide a quick reference point, and were a good guide to what the chapter was about.

The aim of the book is to provide an overview of oral medicine and oral pathology, with a special emphasis on oral healthcare provision in general practice. The book also intends to provide readers with clarity on what steps they need to take whilst making a diagnosis and what immediate steps they need to take for the best management of the patient. I think the book satisfies its aims and objectives.

One of the criticisms of the book is that some of the pictures are of poor quality, making it difficult for the reader to see what the author is trying to illustrate.

In general this book would appeal to undergraduates during revision periods and dentists looking for a quick reminder of topics. It is not exhaustive, and as the title suggests it offers just a glance into the topics mentioned. The textbook is compact and easy to carry. It can be stored in the dental surgery or can easily be carried by students on the go.

N. Ahmed