

Chapter 7: Packing and Shipping Instructions

Below are instructions for packing and shipping an OrthoCAD iQ Case Box.

The more patient information we receive for each case, the better quality service we can provide. Please place printouts of your patient's intra-oral photos and panoramic x-ray in the OrthoCAD iQ Case Box for your iQ cases.

1. Fill-in iQ Case Box Label (top of box)

Attach the label to the top of the iQ Case Box. Print clearly using CAPS and fill in all fields.



OrthoCAD
iQ
IT'S ABOUT TIME

PLACE OFFICE ID LABEL HERE

Last Name

First Name

Chart Number

Date of Impression

Date of Bonding

2. Select iQ Service (side of box)

Select "iQ" as the requested service.



iQ
 Return Casts

OrthoCAD
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3. Prepare Bracket Case

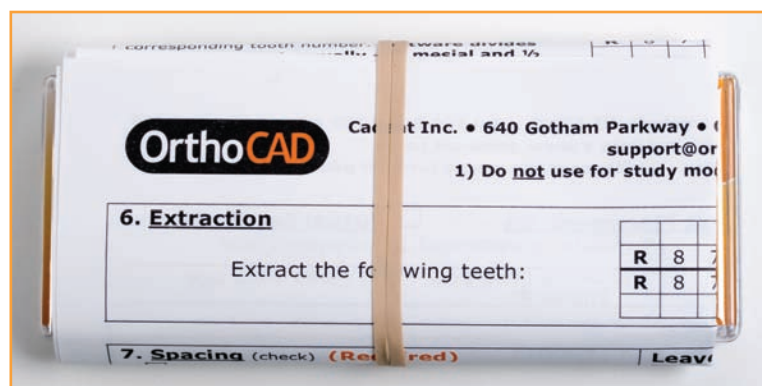
Place desired appliances inside the bracket case.



QC the brackets prior to shipping. Compare them to the Rx.

4. Wrap Rx Form around Bracket Case

Wrap the completed Rx form around the bracket case and secure with a rubber band.



5. Pack Impressions Using Proper Materials

PACKING VPS IMPRESSIONS

Place bracket case and Rx here.

Place bite registration on top of Rx.



Place each impression tray face down on foam.

6. Ship

Up to four OrthoCAD iQ boxes can be packed together in a single next day express box. Call the shipping carrier to request pickup.