



## INSTRUCTIONS FOR (HFA) FACIAL ANALYSIS PHOTOS

The following **TEN** photos are required – you may send more if you are dealing with a child who cannot pose. Note some photos are required with the flash on and other with the flash off. Read all instructions before commencing photos.

1. Front on no smile – hair behind ears (flash on)
2. Front on with a natural but full smile showing teeth (flash on)
3. Front on with a wide fake smile (*have patient show both their top and bottom teeth – flash on*)
4. Front on hair raised up so hairline is fully visible (*pull hair back **tightly with two hands** sometimes wetting the hair is helpful in children– flash on*)
5. With the hairline still being held back with hands or a band – take a semi-top picture of hairline, looking down on the person. (flash on)
6. Profile right - hair pulled back to show forehead shape from bridge to hairline – **use a hairband to hold back fringe so all forehead is seen** – hold the head very level and take the image at 90 degrees to the bridge of the nose (flash on) **Make sure the ears are fully seen.**
7. Profile left - hair pulled back to show forehead shape from bridge to hairline - **use a hairband to hold back fringe so all forehead is seen** – hold the head very level and take the image at 90 degrees to the bridge of the nose (flash on) **Make sure the ears are fully seen.**
8. Front on with a natural but full smile showing teeth (flash off)
9. Front on with a frown to show lines between eyes (flash off)
10. Front on with eyebrows raised to show forehead lines – hair held up (flash off)

### DOUBLE CHECK:

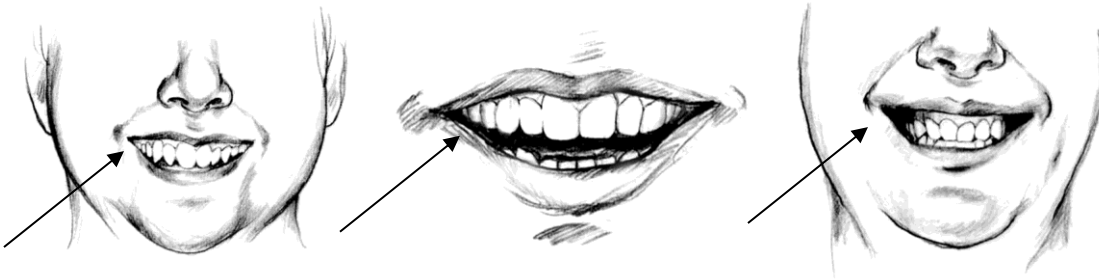
- ✓ All photos close enough so face almost fills the screen, but not entirely have some background
- ✓ Remove glasses
- ✓ Have patient sitting (**upright chair**) so you can take the photos level to their height
- ✓ Observe flash on and flash off instructions
- ✓ A plain light background is preferable (**indoors**)
- ✓ All photos with head held straight - both side to side and up and down

- ✓ Smile to show teeth very clearly - top and bottom row and have the patient do a "fake" wide smile (indicate under pic 'fake' smile)
- ✓ Observe *natural smile* in the mirror (or parent observe child) and send the following information - do teeth fill the mouth (full smile); is there considerable shadow on the sides (*compact smile*); or does one side fill the mouth and the other has a small or large shadow (*non-rated smile*) – please see below...
- ✓ Observation of facial lines to be included (these don't show clearly on photos sometimes – depends on lighting, but might on the non-flash images - have the patient frown and lift eyebrows to see what lines appear), have them do an anger face also
- ✓ Photos to be sent attached to email as a .jpg file or .tif file or upload using the form – ensure each photo has the *first name of the patient and a separate number* so they download easily at this end i.e., Jack01, Jack02 etc.

**OBSERVE THE FOLLOWING INFORMATION IN PERSON AND INCLUDE IN EMAIL** or note in form.

## SMILE

- compact (distinct shadows beside end teeth and full width of mouth on smiling)
- non rated – minor shadows beside last teeth and full width of smile
- full – teeth extend to edge of mouth fully within smile – both sides



a) Full smile

b) Unrated smile

c) Compact smile

### Explanation:

- a) no shadows beside teeth
- b) small shadows beside teeth or one side has a shadow and the other is full)
- c) shadows beside teeth

**LINES** - Note which lines are visible if they are seen in person but don't show on the photos – forehead, between eyes, under eyes, from nose to mouth, cheeks, beside mouth, under mouth

### Common photo errors

Please check the following before you finalize your photos

- All **TEN** photos have been taken (you can include more if not sure which one looks best)

- Each photo has the head held straight
- The hair is back from the ears on all images (head bands are nice so long as they don't cover the forehead hair line)
- The whole forehead shows clearly on both profile images **Profile images – please check**
  - a) The back is straight
  - b) The head is straight
  - c) The chin is held level (drop the shoulders, tuck the chin in very slightly)
  - d) The eyes are looking straight ahead
  - e) The hair is behind the ears
  - f) The hair is held back from the forehead
  - g) The background is light and non-cluttered (a plain wall is best)
  - h) The photographer is at the same level as the subject (patient on a chair)
  - i) The photographer ensures the bridge of the nose is centered the same on both the right and left profile images (furthest eye or lashes should not be seen)

### Please let us know

- If you have had plastic surgery (for what area on the face), Botox/Dysport (where), lip injections, mouth line reduction injections, etc. All is needed since we have some points for certain lines (all matters to find the correct miasm).
- Has this person ever had braces, if so, for what? Please explain what was wrong and all the dental procedures client has had.
- If you have the before pictures of any or all procedures, please send them as well.