



Financial and Appointment Policies

- As a service to our patients, we will contact your insurance companies; obtain benefits, send out pre-authorizations for proposed dental treatment and file claims accordingly. We strive to inform you of any benefits to which you are entitled. Each policy is unique and may have limitations or special stipulations which your insurance company may not share with us. Your insurance company has no obligation to provide us with these details and all information obtained by us is only an estimate and we cannot guarantee estimated amounts provided to you. Your estimated out-of-pocket is due at the time services are rendered. If your insurance company does not cover the amount we estimated, the remainder is your responsibility. If your insurance company does not pay your claim within 30 days, full payment by you will be required. All accounts that are 30 days past due are subject to a \$10 finance charge. We reserve the right to charge for any fees we may incur from certified mailings, sending debt to a collection agency or small claims court fees due to a bad debt.
- For major treatments rendered (bridges, crowns, implants, inlays, onlays, veneers, partials) we require a 50% deposit prior to beginning treatment.
- We accept several different forms of payment. Cash, check, Visa, MasterCard, Discover, American Express, HSA, Citi Health and Care Credit. Checks that are returned for insufficient funds will incur a \$35 fee.
- If you are more than 10 minutes late to your appointment, we reserve the right to reschedule your appointment. We do require a 48 hour notice if you cannot make your appointment. If an appointment is broken or cancelled within a 48 hour period, there will be a fee applied to your account. Depending on the length of your scheduled appointment, the fee applied could range from \$35-\$250. We reserve the right to refuse service to any patient that has 2 or more broken (failed) appointments.

Signature: _____ **Date:** _____