

# Welcome!!!!

We are pleased that you have chosen us for your dental care and we are committed to providing you with the best possible treatment to fit your particular needs. In order to avoid any misunderstanding about our financial policy, we wish to provide you with the following information. If you have any questions at any time, please let us know.

## **Insurance patients....**

If you have dental insurance, we will be glad to help you receive your maximum benefit. Our office will be happy to accept assignment of your insurance benefit with the understanding that you must pay any deductible and/or your estimated co-payment at the end of each treatment visit. We accept cash, checks, credit and debit cards and also offer financing through Care Credit for larger cases. Please discuss any concerns with our front office staff.

**Please understand that insurance is designed to reduce your out of pocket expense and quite often does not cover the complete cost of your dental care. Each policy is different, and it is nearly impossible for us to know everything about every policy. Your estimated co-payment is just that.....an estimate. Again, it is your responsibility to pay any deductible, estimated co-payment or any other amount excluded by or not paid by your insurance company.** If we have not received payment from your insurance company within 60 days, the unpaid balance will become your responsibility and we will assist you in refilling your claim so you can gain reimbursement from your insurance company.

## **Non-insurance patients...**

Patients without dental insurance are required to make payment in full at the end of their dental visit. We accept cash, checks, credit and debit cards and also offer financing through Care Credit for larger cases. Please discuss any concerns with our front office staff.

## **Returned checks and past due accounts...**

Returned checks and past due balances will be subject to additional collection fees. Our rebilling fee is \$15 per notice for accounts 30 days past due without any outstanding insurance balance. Accounts 90 days past due will be turned over for collection agency and/or legal action. A simple phone call to arrange payment can avert collection action and preserve your credit rating. Patients with past due accounts will not be reappointed until all past due balances have been paid.

## **Missed Appointments...**

We understand that sometimes circumstances arise that prevent you from making your appointment. Please give us as much notice as possible in advance so another of our patients in need can be seen sooner. If you chronically miss your scheduled appointments, you may be charged a fee or asked to seek care elsewhere or both.

We thank you for your cooperation and look forward to providing you with the best possible care to fit your particular needs. If you have any questions or concerns about your treatment or fees charged, please ask a member of our staff. This will clear up any confusion which might interfere with your treatment.

I have read and I understand the above financial policy and agree to abide by the policies stated.

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Patient/Parent signature

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Date