

Office Policy

Financial Policy:

Payment is expected at the time treatment is performed. As a courtesy to our patients with dental benefits, we will submit your claims to your insurance company. We will estimate your deductible and the portion not covered by your insurance company. Any portion not covered by these benefits is ***the responsibility of the patient and due at the time of service.***

Dental insurance are contracts between the policyholder and the insurance company, not our office. If your insurance company denies or fails to make payment within 30 days of the date of service, and work is completed, ***you will be responsible for the unpaid balance.*** If the balance has not been paid by 90 days your account will be turned over to our collections agency where you will be responsible for your balance, plus interest and fees.

Composite Resins:

Our office uses composite resins (tooth-colored fillings) for restorations. ***Please be aware that most insurance companies downgrade the price of composite fillings to amalgam (silver) fillings price.*** Our office compensates for this by adjusting the percentage for restorative work.

Broken Appointment Policy:

If the need to cancel a scheduled appointment arises, please give our office at least a 48-hour notice during business hours, so we can schedule another patient in your time slot. ***If a 48-hour notice is not given, a \$50.00 broken appointment fee will be charged. There are no exceptions to this rule!*** Please be advised that excessive broken appointments may lead to dismissal from the practice, as our office cannot survive multiple failed appointments.

Radiographs / Treatment Record:

Original x-rays and treatment records are the property of our office. If copies needed, there is a \$25.00 charge for duplication of any x-ray and records. Please give our office a 5-day notice for x-rays or records requests.

BY SIGNING BELOW, YOU UNDERSTAND AND ACCEPT THE TERMS OF THE POLICIES LISTED ABOVE!

SIGNATURE: _____

DATE: _____

