

Important information, please read and sign.

*For those patients who do not have dental insurance, payment in full is expected for services rendered on the day of service **unless prior written arrangements have been made.***

Payment Options

❖ Payment in full

Many take advantage of our 3% cash courtesy, which is given when you pay the total fee time of service with cash or check.

❖ MasterCard, Visa, Discover

❖ Office Payment Plan

Our financial coordinator will be happy to sit down with you one on one and work up treatment/payments that fall within your dental budget.

❖ Flexible Monthly Payment Options

Fill out a simple application to qualify for extended monthly payments.

If the patient or responsible party has insurance, the office will produce and send claims to the insurance carrier provided evidence of benefits (insurance card, employment verification) is presented to the office. We will file up to two insurance plans per patient. To help with over payment we do call and request a breakdown of benefits from your insurance company. This is a percentage the insurance company tells us they have agreed to cover on different procedures. However, many insurance companies have a fixed fee they will consider on a procedure and this additional information is not always provided. Therefore we can only estimate your benefits.

Any portion of services not covered by insurance is due on the day service is rendered unless a prior written agreement has been made with our financial coordinator.

If it is necessary to change your reserved time, we request notification at least 24 hours in advance of the appointment. We do have an answer machine so our office can be reached even after hours. **Failure to keep a scheduled appointment or to provide appropriate notification will result in a charge of \$50 dollars.**

Any questions regarding insurance or payments should be directed to DeAnne, our Financial Coordinator.

Please sign and date this form and return it with your completed Health Questionnaire.

Patient or Responsible Party

Date