

We welcome you to our family of dental care providers and we are committed to your treatment being successful. Please understand that payment of your bill is part of your treatment. The following is a statement of our financial policy, which we require you to read and sign prior to any treatment.

Payment is expected as services are rendered. If you are covered by insurance, we expect payment for deductibles and co-payments on the date of service. We accept **cash, check, Visa, Mastercard, American Express** and **Discover**. Please note, bounced checks will result in a \$50.00 non-sufficient funds fee.

Regarding Insurance

We are happy to extend the courtesy of billing your insurance company for you. However, in order to provide this service to you, we must have **complete** insurance information and confirmation of your coverage. It is your responsibility to fill out the necessary forms that give us all the insurance information required. If this information is not provided to us in a timely manner, we will be unable to bill your insurance company for you and you will be expected to pay in full for services rendered. If we have not received payment from your insurance company within 45 days of billing, the balance becomes your responsibility. Your insurance policy is a contract between you and your insurance company and we are not a party to that contract. You will be expected to contact them directly if a problem should arise. We require all balances to be cleared in less than 45 days. Without prior notice of any insurance changes, a \$25 rebilling fee will be applied.

Usual and Customary Rates

Our practice is committed to providing the best treatment and we charge what is usual and customary for our area. You are responsible for payment regardless of any insurance company's arbitrary determination of usual and customary rates. Please keep in mind that we can only **estimate** what your insurance will pay since each insurance company has their specific limitations and exclusions. Duplication of records requires 48 hours notice and a \$50 duplication fee.

Billing

For all accounts over 45 days with patient amounts due, there will be a \$10.00 billing fee or a finance charge of 1.5% per month, whichever is more. We assign all accounts over 90 days to a collection service for processing, and you will ultimately be responsible for the \$50 collections fee.

Should this account become past due, you agree to pay any reasonable additional fees, including any and all collection agency, legal fees and/or court costs, necessary to collect this account.

Appointments

Please understand that without **48** hours notice, a fifty dollar fee may be applied to any cancellation or failed appointment.

I have read and agree to this financial policy.

Patient or Parent/Guardian Signature

Date

Staff Signature

Date