



Welcome to our office!!! We realize you have many options when selecting your dental team, we are honored you have chosen us for your office. Our goal is to provide you with the best experience as possible. If at any time we do not meet that goal, please let us know. To accomplish this we want to know all your dental concerns and goals so we can help meet YOUR NEEDS. We are here to serve you.

Cancellation Policy As a courtesy we remind patients by telephone, email, & text prior to your appointment. Please do not depend on this courtesy since we are not always able to reach you. We ask you give as much notice as possible if you need to reschedule an appointment or at least 48 hours prior to your scheduled appointment. If we are unable to reach you and you have not confirmed your appointment you may be moved from the schedule so that we can fill your spot with another patient. Appointments that are broken without any advance notice will be considered a "no show". A charge may apply to your account if you have not cancelled within 48 hours. Multiple occurrences on your file will be reviewed for consideration to continue our relationship.

Parent/Guardian- Under 18 is a minor. A parent/and or guardian must be present for the entire appointment for who you are responsible for under the age of 18.

Financial Policy Your portion is due at the appointment. If you do not have dental insurance, your portion will be due in full the day of the appointment unless other arrangements have been made with the treatment coordinator. We do have financing options available for you if you would like to take advantage of a payment plan. We will gladly help make these arrangements with you. Our payment plan is handled by an outside company called CareCredit, and your arrangement is subject to their terms.

If you have insurance we will gladly file your insurance claims for you. Please understand that your policy is an agreement between You and Your insurance company. We do not have any influence in this agreement but will always help you gain maximum benefits from your insurance company. Our treatment plans are an estimate only and your portion is due at the time of service. The benefits that are verified over the phone are not a guarantee of payment. Payment is determined by your insurance once claim is received.

If you are scheduled for IV sedation your estimated portion is due at the consult or when treatment gets scheduled. We will not be discussing treatment, finances, or collect any money the day you are scheduled for treatment with IV sedation. Due to the medications used, treatment or financing decisions should not be made at that time.

Updates Please keep us informed if you have any changes in your address, contact information, & insurance. If you have any surgeries, allergies, or prescription changes it is very important that we are notified. We will require an update every 2 years. Thank you for your cooperation!!!

Print Patient Name/Guardian _____

Patient Signature/Guardian _____ Date _____