

Last name: \_\_\_\_\_ First name: \_\_\_\_\_ Birthday: \_\_\_\_\_

## Focus Dental Financial Policy

Thank you for choosing our office for your dental needs. We realize that every person's financial situation is different. For this reason, we have worked hard to provide a variety of payment options to help you receive the dental care you need and deserve that allows you to enjoy a healthy, beautiful smile with respect to your budget. Dental treatment is an excellent investment in an individual's medical and psychological care. We are always available to answer your questions or assist you in any way we can.

To maintain the practice operations and prevent potential misunderstandings, we ask patients to accept and adhere to the following financial arrangements regarding their dental treatment.

### Fees & Payment Options

1. **Full Pay Cash Discount:** We offer a 5% accounting courtesy for all treatment that is pre-paid in full (cash). We will still file your insurance and payment will go directly to you the patient.
2. **Major Service - Two Payment Option:** We offer a two-payment option for Crown, Bridge, and Denture treatment. We ask that you pay one-half of your co-payment at the first appointment and the second half at the seat date appointment.
3. **Term Loan:** By arrangement with Care Credit and Advance Care Dental, we offer our patients, upon approval, an interest-free term loan (up to 14 months) or interest long term loan (up to 48 months) with no down payment, no annual fee, and no prepayment penalty. Please ask for an application.

**Records** can be viewed at any time. There is a nominal charge for release or copies of records.

Payments are expected at the time services are rendered. We accept cash, debit cards, and all major credit cards.

### Appointment Cancellation Policy

A specific amount of time is reserved especially for you and we strongly encourage all patients to keep their appointments. If you must change your appointment, we require at least 24 hour notice to avoid a **\$25 cancellation fee** (emergencies are an exception). Despite careful scheduling, emergencies can cause delays. We try our very best to stay on time. If your appointment time is affected due to an unforeseen emergency, we'll try to notify you. We know that your time is valuable, too. You will receive the same quality dental care no matter how our schedule is running.

### Dental Insurance Policies

As a courtesy, we will accept assignment of insurance benefits on treatment performed for up to 60 days. However, patient portion is due at time of service. **If, however, after 60 days no payment has been received from the insurance company, you are responsible for any unpaid balance.** Unpaid balance should be paid promptly. In order for Focus Dental to accept the assignment of your dental benefits, it is your responsibility to provide current and accurate information. Any fees quoted with insurance involved are strictly an **estimate** and are in **no way a guarantee of payment by the insurance company.** The estimate provided by Focus Dental is based on information received from your insurance provider. If you have had dental treatment in another office or your insurance has changed since your last visit, it is your responsibility to notify us at check-in so that we may update your insurance coverage.

I agree to these financial terms.

**Signature will be recorded later**

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Signature of Patient/Guardian