

# Financial Policy

## **NO SHOW APPOINTMENTS**

- All non-cancelled hygiene appointments will be charged a \$25.00 service fee.
- All non-cancelled doctor appointments will be charged a \$50.00 service fee.
- These fees may be applied for cancellations within 24 hours of your appointment.
- Patients with three or more no show appointments may be subject to dismissal from the practice.

## **LATE APPOINTMENTS**

- Patients more than 10 minutes late may be required to reschedule and a service fee may be applied.

## **INSURANCE**

- Your insurance is a contract between you, your employer, and the insurance company. Not all services are a covered benefit in all contracts. Some insurance companies arbitrarily select certain services they will not cover.
- We contract with some insurance carriers. If your plan is one we participate in we will file and insurance claim on your behalf. If services are not covered by your plan, payments in full are due at the time of the office visit.

## **MEDICAL RECORDS**

- If a copy of your medical records is required, please allow a 72 hour time period for their preparation. The first 25 pages will be a charge at \$1.00 per page and \$0.25 for each additional page.

I have fully read and understand the above statements.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness: \_\_\_\_\_