

As a COURTESY to our patients, we will electronically file insurance claims for all patients unless otherwise instructed. This will be done by the next business day and at NO CHARGE to our patients.

We assume NO RESPONSIBILITY for the lack of promptness of benefit payment. We also assume NO RESPONSIBILITY for the amount of the benefit payment as this is directly related to the particular insurance purchased by your employer. There may be occasions where we must personally talk to a representative of someone's insurance company. In such instances, we CANNOT BE RESPONSIBLE for any verbal quotes or mistakes made on their part.

There are thousands of insurance policies on the market and we cannot possibly be familiar with every policy. However, we will be more than happy to assist anyone with their insurance if so desired.

Therefore, patients must be responsible for their own insurance. This includes benefits, payments and also notifying us of policy changes. Patients are ultimately responsible for payment of all dental services rendered.

Once insurance is VERIFIED by our office and a financial agreement is SIGNED, we will submit your insurance for assignment of benefits. Patients will be responsible for their *estimated* portion of the fee at the time of treatment; however, any remaining balance will be the responsibility of the patient. Also, as a COURTESY to our patients, we allow (60) SIXTY days for insurance payment with no interest charged. Patients should be aware that interest will be charged after that time.

If anyone wishes to handle their own insurance claims, we will NOT be able to accept assigned benefits and their account will be on a cash basis only.

I have read and understand this office policy.

Signature _____

Date _____