



BAYSHORE
Dental ImageS
Grant Williams, DMD

Office Financial Policy

DENTAL SERVICES

Are payable at the time of visit. As a form of payment, we accept cash, checks, Visa, MasterCard, Discover, American Express and Care Credit. *Our returned checks policy of \$35.00 will be added onto the check amount for bank processing fees incurred.*

INSURANCE BILLING

Patients who wish for our office to bill their insurance company, we request you provide us with the necessary information in order to bill your insurance company correctly. We do ask you to be responsible for any Co-pays or deductibles not met, on the day of your appointment, as well as outstanding balances if your insurance company has not paid within 45 days from the date of service. Dental billing will be sent monthly 30 days after initial visit.

FINANCIAL ARRANGEMENTS

If your account is turned over to a collection agency or the hands of an attorney for collections: you agree to pay the doctor's attorney fees and collection cost.

CREDIT BALANCE

If you have a credit on your account, that credit will stay on your account and will be applied to necessary dental treatment, unless other arrangements are made. If no treatment is needed, your credit can be used by someone else in your family.

LATE APPOINTMENTS

Patients arriving more than 15 minutes late into their scheduled appointment may be rescheduled in order to meet the needs of those who are on time for their pre-reserved visit.

MISSED APPOINTMENTS.

We ask that you provide 48 hours' notice if you do need to cancel your appointment. If you cancel late or have more than 2 no-shows, we reserve the right to dismiss you and/or you and your family as patients from our office.

WARRANTY WORK

We guarantee treatment for up to 2 years. Any dental work that breaks/fails within 2 years will be repaired at no charge to you. **This is ONLY under the agreement and understanding that you come in at least once a year for regular cleanings and exams.**

Patient or Patient Representative Signature

Date

Relationship to patient