

Kenyon B. Hill, D.D.S.
General Dentistry
FINANCIAL POLICY

We are committed to providing the best possible care for you and your family. In order to achieve this goal, we need your assistance and your understanding of our payment policy.

Payment for service is due upon completion of treatment. We accept cash, checks, Discover, Mastercard, Visa, American Express, or Care Credit card.

If you have dental insurance, we are anxious to help you receive your maximum allowable benefits. Once your insurance is on file, we will be happy to submit your claim on your behalf. However, we will only file this claim one time at no charge. Any additional filing will require a \$15 fee to be paid up front. We recommend if your claim has not paid within 30 days of your appointment, you contact your insurance company directly to check on the status.

We will gladly discuss your proposed treatment and answer any questions relating to your insurance. You must realize, however, your insurance is a contract between you, your employer, and the insurance company. We are not a party to that contract. We must emphasize that as dental care providers, our relationship is with you, and not your insurance company. While the filing of insurance claims is a courtesy we extend to our patients, all charges are your responsibility from the date the services are rendered.

FINANCIAL POLICIES

- 1. 24 hour notification of appointment cancellation is required to prevent a missed appointment charge. The office is closed on Monday, any necessary changes made for Tuesday appointments will need to be received no later than 12pm on Fridays.**
- 2. We reserve the right to charge for missed appointments (without 24 hour notification). We do understand that emergency situations arise, please notify the office as soon as possible if you have an emergency and can not make your appointment.**
- 3. We ask that appointments over 1 hour in length are reserved with a \$100 deposit. This deposit will be applied toward the cost of your treatment on the day of your appointment. An appointment change with less than 48 hour notice will result in a forfeit of your deposit. Exceptions will be considered in emergency situations.**
4. Fees will be quoted prior to the initiation of treatment. If you do not have dental insurance, 100% is to be paid when treatment is performed. If you have dental insurance, an estimate of your portion of the bill will be due when treatment is performed. You will be responsible for any remaining balance after the insurance company pays its portion.
5. All checks returned for any reason will be assessed a \$30 service charge.
6. Balances older than 45 days will be subjected to additional collection fees and interest charges of 1.5% per month.
7. We encourage anyone having temporary financial problems to contact us immediately so we can assist you in the management of you account. Any account over 75 days delinquent will be placed into collections. In the unpleasant event this occurs, you, the parent/legal guardian will assume ANY AND ALL collection and/or legal costs incurred, in addition t o the outstanding balance.

I have read and agree to the above stated policies.

Patient /Legal Guardian

Date