

OFFICE POLICY

Thank you for choosing Park Dental as your dental care provider. Our office is committed to providing you with the best possible dental healthcare treatment.

In an effort to hold costs down, we require deductibles, co-insurance and all payments the day of treatment. We accept the following forms of payment: Cash, Check, Visa, MasterCard and Discover.

Your insurance policy is a contract between you and your insurance company. As a courtesy to our patients who have dental insurance coverage we will be happy to file your claim, if possible. In the event that your insurance company fails to pay us their expected portion, you will be responsible for that amount in addition to your previously paid deductible and co-insurance. Please be aware that some and perhaps all of the services provided may not be "covered services". Our practice is committed to providing the best treatment for our patients; therefore you are responsible for payment regardless of any insurance companies' arbitrary determination of usual and customary rates.

Your complete insurance information must be presented at the time services are provided. Insurance claims cannot be backdated. Most benefits will be verified before your insurance company can be billed.

As a courtesy to our patients waiting to see us, we will require 24hr advance notice if you need to cancel or reschedule your appointment. If we are not notified in advance or you miss your scheduled appointment completely, you may be charged a \$75 missed appointment fee.

Thank you for understanding our Office Policy. Please let us know if you have any questions or concerns.

Sincerely,
Park Dental, LLP
Richard Cassaro, DDS

Patient Signature

Date _____