

## B Hal McNabb, DDS, PC

### FINANCIAL POLICY

Our goal is to provide you with the best possible dental care for all of your wants and needs. All fees are disclosed to you before treatment is performed. Payment is due at the time services are rendered. We accept cash, checks, Visa, Mastercard, American Express and Discover. There is a \$35.00 fee for any returned check and a \$50.00 fee for any account sent to a collection agency.

### INSURANCE POLICY

In order for you to receive the maximum benefits allowed, we will be happy to file all insurance claims for you. **The filling of insurance claims is a courtesy that we extend to our patients. However, if it becomes necessary to resubmit claims due to you not providing us with the correct insurance information, there will be a \$25.00 charge added to your account as an administration fee. Please understand that your coverage is a contract between you and your insurance company. This office is considered to be a third party in all insurance claims. All fees for services are your responsibility from the date the services are rendered. Should your insurance company deny payment of benefits for any reason, including, but not limited to, bundling, downgrading or alternating treatment, it will be your responsibility to pay for the outstanding balance.** Please contact your insurance company with any questions you may have regarding your coverage and benefits before treatment begins. It is your responsibility to understand your policy and coverages.

### APPOINTMENT POLICY

We strive to make sure all scheduled patients are seen on a timely basis. All appointments are scheduled on a day and at a time that you have personally selected as convenient for you. Out of respect for our office and other patients, it is requested that you give a 24 hour advanced notice of cancellation. **We reserve the right to charge \$75.00 per hour for appointments cancelled or broken without notice at least 24 hours prior to appointment time.** Appointment cancellation via the answering service before or after regular business hours is not considered 24 hour notice, except in the case of extreme emergencies. Please keep in mind a broken appointment could have been utilized by another patient in need of care.

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Signature

Date