

# **Bright Smiles**

## **Financial and Appointment Policy**

### **Insurance**

As a courtesy to our patients Bright Smiles will file your dental insurance for you on your behalf. Your co-pay and/or portion are due the day of service. If you do not have dental insurance payment in full is expected unless financing is arranged prior to treatment. Please feel free to ask our staff for estimates on your future treatment.

### **Appointments**

If for some reason an appointment needs to be rescheduled, please do so at least 24 hours in advance. If you no show for an appointment a fee will be charged to your account.

**\$53.00 per hour for appointments before 3:00pm**

**\$103.00 per hour for appointments after 3:00pm**

Our answering machine receives messages for cancellations, if something comes up please let us know so we can reschedule your appointment.

Late patients may be asked to Reschedule. Availability depends on our schedule day to day

### **Collections**

If a balance is not paid in full after all insurance has been collected **90 days past due**, the practice has no choice but to send the account to a collection agency. If the account is sent to a collection agency a fee will be added to the balance due to cover collection agency fees. These fees are the balance remaining plus **50%** of the balance remaining, this is what the collection agency charges.

This acknowledges that I have reviewed the above policies

Signature: \_\_\_\_\_

Date: \_\_\_\_\_