

## Certificate of Information

Patients are seen by appointment only. Appointments are reserved to ensure adequate time is allowed to provide your child with the best possible care and outcome. If you are more than 15 minutes late to your appointment, you may be asked to reschedule your appointment. Cancellation of appointments must be made at least twenty-four hours in advance. If you no show/no call two appointments, you will be dismissed from our practice. A legal parent or guardian must accompany patients for each visit. Children who are not accompanied by a legal guardian may not be able to receive the care they have been scheduled for. We make every effort to keep the cost of your dental care down. Payment arrangements can be made with our Financial Coordinator depending upon circumstances. An **estimate** of the charge for any procedure or surgery you may require will be given to you. If you have medical and/or dental insurance, we will be glad to file a claim on your behalf. Please complete the insurance section. Please remember that insurance is considered a method of assisting in the cost of care and is not a guarantee of payment. Some companies pay fixed allowances for certain procedures and others pay a percentage of the charge. It is your responsibility to pay any deductible amount, coinsurance and any other balance not paid by your insurance company at the time of the procedure. Past due balances are subject to a monthly finance charge. If your account becomes delinquent, it may be forwarded to an outside collection agency without notice. If this happens, you will be responsible for all costs of collection, including but not limited to interest, rebilling fees, court costs, attorney fees, and collection agency costs. This signature on file is my automation for the release of information necessary to process my claim. I hereby authorize payment directly to the provider name to the insurance benefits form unless otherwise stated payable to me.