

**FINANCIAL POLICIES FOR THE OFFICE OF
Nicholas C. Tennison, DDS**

Our office accepts payment via cash, check, and Visa, Mastercard, American Express, and Discover cards. We also participate in the Care Credit Healthcare Financing Program.

Patients with dental insurance: We are very happy to help you understand and maximize your insurance benefits. We will send claims for treatment to your insurance company. Copays and your portion of payment will be collected at the time of service. Any balance not collected will be due 30 days following treatment.

Uninsured Patients: Payment is due at the time of treatment unless otherwise discussed.

As a courtesy, we offer a 5% reduction of fees when your bill is paid in full with either cash or check.

We also offer a 5% reduction of fees for our patients that are age 65 or older.

Both reductions can be applied only on balances above \$200

Late Payments: If you are late on a payment (past 30 days), we will notify you and give you a grace period before charging any finance charges. At 90 days past due, accounts will be assessed a finance charge of 1.5% each month. At 120 days past due, your account will be turned over to collections if other arrangements have not been made with the office.

Missed Appointments: We ask that all cancellations be made with at least 24 hours notice. We understand that emergencies occur and we will not charge any fees for a patient's first two missed appointments without proper notice. However, on the third and thereafter, we must charge a fee of \$50 per scheduled hour to help offset our overhead costs.

We understand that there may be special circumstances, including high balance treatment plans. Flexible payment plans may be used on a case by case basis. By signing below, you are acknowledging that you have read and understand the above Financial Policies of the dental office of Nicholas C. Tennison.

Name of patient (print)

Signature
(Patient/Parent/Guardian)

Date