

## Financial Office Policies

Our financial policies are based on an open and honest discussion of recommended treatment options, respective fees and patient's financial capabilities. The following are financial policies within TechTown Dentistry:

### **Payment**

Payment in full is due at the time services are rendered unless prior financial arrangements have been made. Our practice accepts Visa, Mastercard, debit, cash and personal cheques. We do not accept American Express.

### **Insurance**

Insurance policies vary greatly for each patient. You are fully responsible for knowing your personal insurance plan and what you are or not covered for. Treatment is recommended based on your dental needs not on what your insurance covers. We will gladly send estimates and claims electronically for you, on your behalf, to your insurance company providing that your company allows electronic submissions. Your insurance company will reimburse you according to your insurance allowances. We do not accept direct payments from insurance companies.

### **Missed Appointments**

Please be considerate and allow at least 2 business days to change or cancel an appointment in order to avoid the \$50 missed appointment fee. This allows our administrative team to offer your appointment to another patient. Please call the office directly if an emergency arises and you will be unable to attend your scheduled appointment.