



Rebecca J. Woodward, D.M.D.
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Financial and Collection Policy for Rebecca J. Woodward, D.M.D. and Adam S. Kaufman, D.M.D.

The following is a summary of our financial and collection policy.

- We expect payment on the day of service from our patients without dental insurance, with Delta Dental and Blue Cross, and with any other insurance which directs payment to the patient.
- All co payments are expected at the time of service for those patients who have dental insurance that will pay directly to our office.
- We do periodically increase our fees to cover the rising costs of dental supplies, utilities, staff, and all other costs associated with the day-to-day operations of our office.
- If your family is involved in a divorce situation **the parent that brings their child(ren) to our office for care is the parent that is responsible to us for the full amount of services rendered to the child(ren).** We will not get involved with your personal or court ordered arrangements.
- We do bill you if you miss or cancel an appointment with short notice. You may be billed up to the full fee for the services that were to be performed at that appointment. That fee may be forwarded to a local charity. If there are three (3) missed appointments we may choose to dismiss you from our practice.
- In the event that there is a balance on your account, you are given thirty (30) days to pay the balance in full. At thirty (30) days your account will be assessed a finance charge of 1.5% and you will receive a phone call. If your account balance reaches ninety (90) days then your account will be forwarded to a collection agency and you will be dismissed from our practice. You will be billed for any charges incurred in collecting past due fees.
- We want you to have the care that is appropriate and necessary to maintain your dental health. We may be able to assist you with financing your care depending on your needs.

I, _____, have received a copy of this office's Financial and Collection Policy and agree to abide by them.

Signature

Date