

## FINANCIAL POLICY

- **ALL** payments are due the **day of service**.
- We accept the following types of payment: cash, credit card (Visa, MasterCard, and Discover), and check.
- We will offer a 5% discount for prepayment (payment on day of treatment diagnosis), when paid by cash, check or credit card. This does NOT include 3rd party financing (CareCredit, Springstone Financial).
- We do not offer in-house financing (except for orthodontics).
- We will offer third-party financing through CareCredit and Springstone Financial.
- We will apply a 15% finance charge for balances not paid over 90 days.
- We will send all balances over 120 days past due to a collection agency.
- There will be a 40% collection charge for all balances turned over to a collection agency.
- We will accept assignment of benefits for secondary carrier.
- We will mail delinquency letters to patients when balances reach 60 days past due.
- We will document collection efforts on the computer.
- We will charge \$25 for returned checks.
- Patients with more than 2 returned checks will be put on a cash-only basis.
- In divorce situations, we will only bill the presenting parent.
- We will bill the parents of college students.
- We will offer a 5% discount to senior citizens, military and law enforcement officers (police and firemen).
- We will charge \$25 for appointments not kept without a 24 hr notice of cancellation.

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