



Brookshire smile dental

3603 South Front St. Su. 107
Brookshire, TX 77423
(281) 934-1010

OFFICE POLICIES

Financial:

We are committed to providing you with excellent care. Our financial arrangements are based on an open and honest discussion of recommended treatment options, respective fees and patient's financial capabilities.

Payments- payments are due in full at the time services are rendered unless prior financial arrangements have been made. We offer the following payment options:

- ✓ Cash
- ✓ Checks
- ✓ Debit Cards
- ✓ MasterCard/Visa /American Express
- ✓ *Care Credit
- ✓ Monthly payment plans in accordance with office guidelines.

Payment Schedules-

Schedules can be arranged to accommodate a patient's needs. *Limitations apply and are the sole discretion of the office.

Insurance-

Our office is committed to helping our patients maximize their insurance benefits, because insurance policies vary greatly we can estimate your coverage in good faith but we cannot guarantee your coverage. Some insurance companies arbitrarily select services they cover. As a service to our patients we will manage all claim submissions on your behalf. If you have any questions, our knowledgeable staff is always available.

Service Charge-

There will be an automatic fee of \$40.00 for all returned checks upon notification to us by the bank.

Collection-Fees incurred to collect outstanding payment will be billed to and payable by the Responsible Party listed on the account.

Minors-Payment for services for treatment of minors can be made by cash, check, or debit/credit card and are the responsibility of the adult accompanying the minor.

Missed Appointments- Once an appointment has been made, that time is reserved specifically for you. We reserve the right to charge a cancellation fee of \$25.00 for all canceled or missed appointments without a 24-hour notice.

(Patient/Legal Guardian's Signature)

(Date)